

# **CITY OF BATTLE CREEK**

## **2014 - 2015 ANNUAL ACTION PLAN**

For the U.S. Department of Housing and Urban  
Development  
Community Development Block Grant  
And HOME Investment Partnership Programs

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# Fifth Program Year Action Plan

The CPMP Third Annual Action Plan includes the [SF 424](#) and Narrative Responses to Action Plan questions that CDBG, HOME, HOPWA, and ESG grantees must respond to each year in order to be compliant with the Consolidated Planning Regulations. The Executive Summary narratives are optional.

## SF 424

Date Submitted: May 9, 2014	B-14-MC-26-0002 (CDBG) M-14-MC-26-0203 (HOME)	<b>Type of Submission</b>	
Date Received by state	State Identifier	<b>Application</b>	<b>Pre-application</b>
Date Received by HUD	Federal Identifier	<input type="checkbox"/> Construction	<input type="checkbox"/> Construction
		<input checked="" type="checkbox"/> Non Construction	<input checked="" type="checkbox"/> Non Construction
<b>Applicant Information</b>			
Battle Creek		MI260432 BATTLE CREEK	
City Hall, Room 320		Duns: 020893244	
10 North Division Street		Municipal	
Battle Creek	Michigan	Community Development	
49016	U.S.A.	Community Development	
<b>Employer Identification Number (EIN):</b>		Calhoun County	
38-6004523		Program Year Start Date: 7/1/2014	
<b>Applicant Type:</b>		<b>Specify Other Type if necessary:</b>	
Local Government: City		Specify Other Type	
<b>Program Funding</b>		<b>U.S. Department of Housing and Urban Development</b>	
Catalogue of Federal Domestic Assistance Numbers; Descriptive Title of Applicant Project(s); Areas Affected by Project(s) (cities, Counties, localities etc.); Estimated Funding			
<b>Community Development Block Grant</b>		14.218 Entitlement Grant	
CDBG Project Titles: Administration, housing rehabilitation, Code Compliance, street repair, demolition.		Description of Areas Affected by CDBG Project(s): All activities will be within the City of Battle Creek.	
\$CDBG Grant Amount: \$1,139,897	\$Additional HUD Grant(s) Leveraged	Describe	
\$Additional Federal Funds Leveraged		\$Additional State Funds Leveraged	
\$Locally Leveraged Funds		\$Grantee Funds Leveraged	
\$Anticipated Program Income:\$80,000		Other (Describe): \$95,885 funds re-allocated from prior program years	
Total Funds Leveraged for CDBG-based Project(s): Estimate of funds which will be leveraged for the 2014-15 program year is \$250,000			

<b>Home Investment Partnerships Program</b>		14.239 HOME	
HOME Project Titles: Administration, homeowner rehabilitation, homebuyer assistance and rehabilitation		Description of Areas Affected by HOME Project(s): All activities will be within the City of Battle Creek.	
\$HOME Grant Amount: \$255,276	\$Additional HUD Grant(s) Leveraged	Describe	
\$Additional Federal Funds Leveraged		\$Additional State Funds Leveraged	
\$Locally Leveraged Funds: \$-0-		\$Grantee Funds Leveraged	
\$Anticipated Program Income: \$-0-		Other (Describe) \$27,751 funds re-allocated from prior program years	
Total Funds Leveraged for HOME-based Project(s): Estimate of funds which will be leveraged for the 2014-15 program year is \$137,000			
Congressional Districts of:		Is application subject to review by state Executive Order 12372 Process?	
Applicant Districts: 7th	Project Districts: 7th		
Is the applicant delinquent on any federal debt? If "Yes" please include an additional document explaining the situation.		<input type="checkbox"/> Yes	This application was made available to the state EO 12372 process for review on DATE
		<input type="checkbox"/> No	Program is not covered by EO 12372
<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No	<input checked="" type="checkbox"/> N/A	Program has not been selected by the state for review

Person to be contacted regarding this application		
Christopher	P.	Lussier
Community Dev. Supervisor	Phone: (269) 966-3267	Fax: (269) 966-3267
cplussier@battlecreekmi.gov	www.battlecreekmi.gov	Susan Bedsole
Signature of Authorized Representative		Date Signed
Susan E. Bedsole, Interim City Manager		

# Narrative Responses

## GENERAL

### Executive Summary

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*The Executive Summary is required. Include the objectives and outcomes identified in the plan and an evaluation of past performance.*

#### Objectives

The 2014-2015 Annual Action Plan for the City of Battle Creek, Michigan, outlines the City's proposed course of action over the next year to address housing and community development needs. The strategy has been developed to achieve the following statutory goals, primarily for moderate, low and extremely low-income residents. The list below also includes housing and community development-related goals and objectives as identified in the City's Comprehensive Plan (i.e. land use planning document) and the 2010-14 Consolidated Plan:

#### **Goal #1: Provide decent housing, which shall include the following:**

- Assisting homeless persons with obtaining affordable housing;
- Assisting persons at risk of becoming homeless;
- Encouraging the retention of affordable housing stock;
- Increasing the availability of affordable permanent housing in standard condition to low-income and moderate-income families, particularly to members of disadvantaged minorities without discrimination on the basis of race, color, religion, sex, national origin, familial status, or disability;
- Maintain and/or revitalize properties in order to provide vibrant neighborhoods with quality housing throughout the City;
- Increasing the supply of supportive housing that includes structural features and services to enable persons with special needs to live in dignity and independence; and
- Providing affordable housing that is in close proximity to job opportunities.

**Goal #2: Provide a suitable living environment, which shall include the following:**

- Improving the safety and livability of neighborhoods;
- Increasing access to quality public and private facilities and services;
- Reducing the isolation of income groups within areas through spatial de-concentration of housing opportunities for lower income persons and the revitalization of deteriorating neighborhoods;
- Provide streets and sidewalks that are structurally sound and safe for motorists, conducive to pedestrian traffic and attractive and inviting for those wanting to explore the neighborhoods of Battle Creek;
- Decrease street crime (drug, violence and gang activity) and other crimes (littering and loitering) that impact the quality of life in our neighborhoods;
- Restoring and preserving properties of special historic, architectural, or aesthetic value; and
- Promoting the conservation of energy resources.

**Goal #3: Expand economic opportunities, which shall include the following:**

- Job creation and retention;
- Establishment, stabilization and expansion of small businesses;
- Provision of public services concerned with employment;
- Provision of jobs to low-income persons;
- Facilitate the revitalization of downtown Battle Creek to enhance and increase retail, commercial, cultural and residential opportunities;
- Utilize available tools to provide incentives to promote reinvestment in the Downtown District and to protect the District's unique assets;
- Ensuring the availability of mortgage financing for low-income persons at reasonable rates using non-discriminatory lending practices;
- Promoting access to capital and credit for development activities that promote the long-term economic and social viability of the community; and
- Fostering empowerment and self-sufficiency for low-income persons to reduce generational poverty in federally assisted housing and public housing.

As of the writing of this Annual Action Plan, we have completed three and a half years of the 2010-2014 Consolidated Plan (from 2010 through the second quarter of 2013-14.

**Funding Recommendations**

As a result of the review and analysis of community needs as determined through the Citizen Participation process and the City's 2013 Comprehensive Housing study and past activities to address them, Community Development staff are recommending the following projects and programs to receive funding in PY 2014-2015. (See also the specific project sheets on each of the projects in Appendix A.)

**Table 1: Funding Recommendations for the 2014-2015 CDBG and HOME Grant Programs**

Agency	Program	Description	Amount	Source
City of Battle Creek	General Administration	The function of this City activity is to provide necessary staffing to develop, implement and monitor the overall performance of all Community Development Block Grant programs within the City.	\$97,979	CDBG-Admin.
City of Battle Creek	Neighborhood Planning	This City function provides the necessary management to conduct specific studies related to the overall program design of the comprehensive planning process and the development of the Consolidated Plan, involving the Neighborhood Planning Councils, civic organizations, individuals, and other boards, commissions, and committees.	\$130,000	CDBG-Admin.
City of Battle Creek	Code Compliance	The purpose of this activity is to provide effective staffing for the City's Neighborhood Code Compliance Division to continue its efforts to provide the citizens of Battle Creek with effective code enforcement, and to complement other Community Development activities in blighted and distressed areas. This activity will serve to arrest a decline in areas due to code violations, abandoned inoperable vehicles, citizen complaints regarding refuse and weed control and code issues related to rental properties.	\$422,401	CDBG-Housing, etc.
City of Battle Creek	Housing Rehabilitation	This City of Battle Creek activity will provide grants and deferred loans to homeowners for necessary repairs. The primary focus will be exterior repairs for cited code violations and health and safety issues. All work will comply with HUD and EPA regulations including those that address the treatment of lead-based paint hazards, or potential hazards, and asbestos hazards. This activity also provides necessary funding to cover subsidies and defaults on all outstanding lender originated rehabilitation loans.	\$410,402	CDBG-Housing



Agency	Program	Description	Amount	Source
City of Battle Creek	Street Reconstruction	This proposed project will affect the North Central Neighborhood. Manchester Street from Hubbard Street to Kendall Street will be reconstructed. This work will include the complete reconstruction of the bituminous surface, all concrete sidewalks, curbs and gutters.	\$100,000	CDBG
City of Battle Creek	Demolition Program	This proposed project will provide funds for the demolition of blighted vacant or abandoned buildings. These funds will be used in conjunction with code and housing rehab activities with the goal of arresting decline in areas targeted by the City as blighted and distressed.	\$75,000	CDBG
City of Battle Creek	General Administration	The function of this City activity is to provide necessary staffing to develop, implement, and monitor the overall performance of all HOME programs.	\$25,527	HOME-Admin.
Community Action	Home Owner Rehabilitation	This activity will provide grants and forgivable loans to very low- and low-income homeowners up to \$25,000 to rehabilitate their homes and remediate lead-based paint hazard, up to \$20,000.	\$142,500	HOME-Housing
Neighborhoods, Inc.	Acquisition/ Development/ Resale	This activity will provide for the purchase, rehabilitation, and resale of a dilapidated property within the City. Upon completion of rehabilitation, this property will be made available to low- to moderate income homebuyers.	\$115,000	HOME-Housing

TOTAL CDBG ENTITLEMENT FUNDING \$1,139,897

TOTAL REALLOCATED FUNDS \$95,885

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**TOTAL PROPOSED CDBG BUDGET \$1,235,782**

TOTAL HOME ENTITLEMENT FUNDING (Est.) \$255,276

TOTAL REALLOCATED HOME FUNDS (Est.) \$27,751

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**TOTAL PROPOSED HOME BUDGET \$283,027**

Each year HUD advises all grantees to provide, in their Annual Action Plans, a means to adjust funding levels up or down to account for any changes in the final allocation amounts. To that end, should the actual allocation to the City differ from what was presented at the Public Hearing on the budget, City Community Development Staff shall make adjustments to the programs approved by the City Commission to receive funding.

These adjustments would be made as follows:

1. Funds for the Demolition Program will be adjusted up or down first, up to elimination of the program if necessary to meet a shortfall.
2. Any additional shortfall will be addressed by reducing Code Compliance and Housing Rehabilitation funding by equal amounts.
3. Streets will continue to be funded at \$100,000.
4. CDBG administration will continue to be funded at the regulatory cap of 20% of the CDBG grant award.

HOME funding adjustments would be made as follows:

1. Funding for Administration would be adjusted to correspond with the regulatory cap of 10% of the total grant amount.
2. Neighborhoods, Inc. would be funded \$115,000.
3. Remaining adjustment would be made to funding for Community Action's Home Owner Rehabilitation program to the extent of remaining available HOME funding.

The Resolution adopting the 2014-15 Annual Action Plan is included in Appendix C of this Annual Action Plan.

### Plan Objectives and Outcomes

During the 2014-15 Program Year the following Objectives and Outcomes are anticipated (See Project Summary Sheets in Appendix A for specifics):

#### Objectives –

- Improve services for low / moderate income persons
- Improve the quality of affordable rental housing.
- Improve the quality of owner housing.
- Increase the availability of affordable owner housing.
- Increase the number of homeless persons moving into permanent housing.
- End chronic homelessness.
- Improve access to affordable rental housing.
- Improve economic opportunities for low-income persons.
- Improve access to affordable owner housing.
- Increase range of housing options and related services for persons with special needs.

#### Outcomes / Accomplishments –

- Compliance with CDBG and HOME regulations Preparation of the Annual Action Plan and Comprehensive Annual Performance Evaluation Report
- Suitable living environment through sustainability
- Efficient administration of programs

- Sustainability of decent housing
- Suitable living environment through accessibility
- Suitable living environment through affordability
- Availability of decent housing
- Affordability of decent housing

It is anticipated that 68 housing units will be rehabilitated or created over the program year. Actual program specific goals regarding the number of units to be served will be determined when the CDBG and HOME contracts for funded agencies are developed and executed.

Three activities which provide a low- moderate-income area (LMA) benefit are the street reconstruction program, the demolition program, and code enforcement. The street reconstruction activity will provide direct benefit to 12 households; Washington Heights United Methodist Church, which also serves as a community center; as well as surrounding neighborhoods of which 65.4% are low- to moderate-income (census tract 10, block group 5). The demolition and code enforcement activities will provide benefit to 26,660 people, of which 17,216 (or 65%) are low- to moderate-income. These numbers are based on the population of the neighborhoods targeted as “in decline” within the City’s identified low- to moderate-income Neighborhood Planning Council areas and Census Tract/Block Group areas.

## **General Questions**

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1. *Describe the geographic areas of the jurisdiction (including areas of low income families and/or racial/minority concentration) in which assistance will be directed during the next year. Where appropriate, the jurisdiction should estimate the percentage of funds the jurisdiction plans to dedicate to target areas.*

### Community Profile

The City of Battle Creek is located in southwestern Michigan, approximately 45 miles north of the Indiana border and 70 miles east of Lake Michigan. Situated on Interstate-94, Battle Creek is approximately 1.5-2 hours from Detroit and 2.5-3 hours from Chicago. Battle Creek is the largest city in Calhoun County, although it is not the County seat (Marshall).

### *Population*

Despite the fact that Battle Creek is one of the largest cities geographically in the state, it has experienced a steady decline in population since the middle of the 20th century. In the 1980’s, the City merged with Battle Creek Township creating the large geography of the City and the increase in the City’s population (population shown below prior to 1990 includes both City and Township). In 2011, the total population of Battle Creek was

estimated at 51,852 persons, a decrease of 2.84% from the 53,364 persons recorded in the 2000 US Census.

Although the decline has not been as significant, the overall population of Calhoun County has also decreased since 1970, with a decrease of over 4% since 1970. Much of the decrease in population in the City and County can be attributed to manufacturing losses in the region.

**Table 2: Population Change, 1970-2011**

Year	Battle Creek	Springfield	Calhoun County
1970	60,713	3,994	141,963
1980	56,339	5,917	141,557
1990	53,540	5,582	135,982
2000	53,364	5,189	137,985
2010	52,347	n/a	136,146
2011	51,852	n/a	135,716
1970-2011 Percent Change	-14.61%		-4.40%
2000-2011 Percent Change	-2.84%		-1.64%
Source: US Census Bureau 2010; ESRI Forecast 2011 (est.); City of Battle Creek Comprehensive Housing Study, 2006			
NOTE: Battle Creek population prior to 1990 includes Battle Creek Township.			

### *Race and Ethnicity*

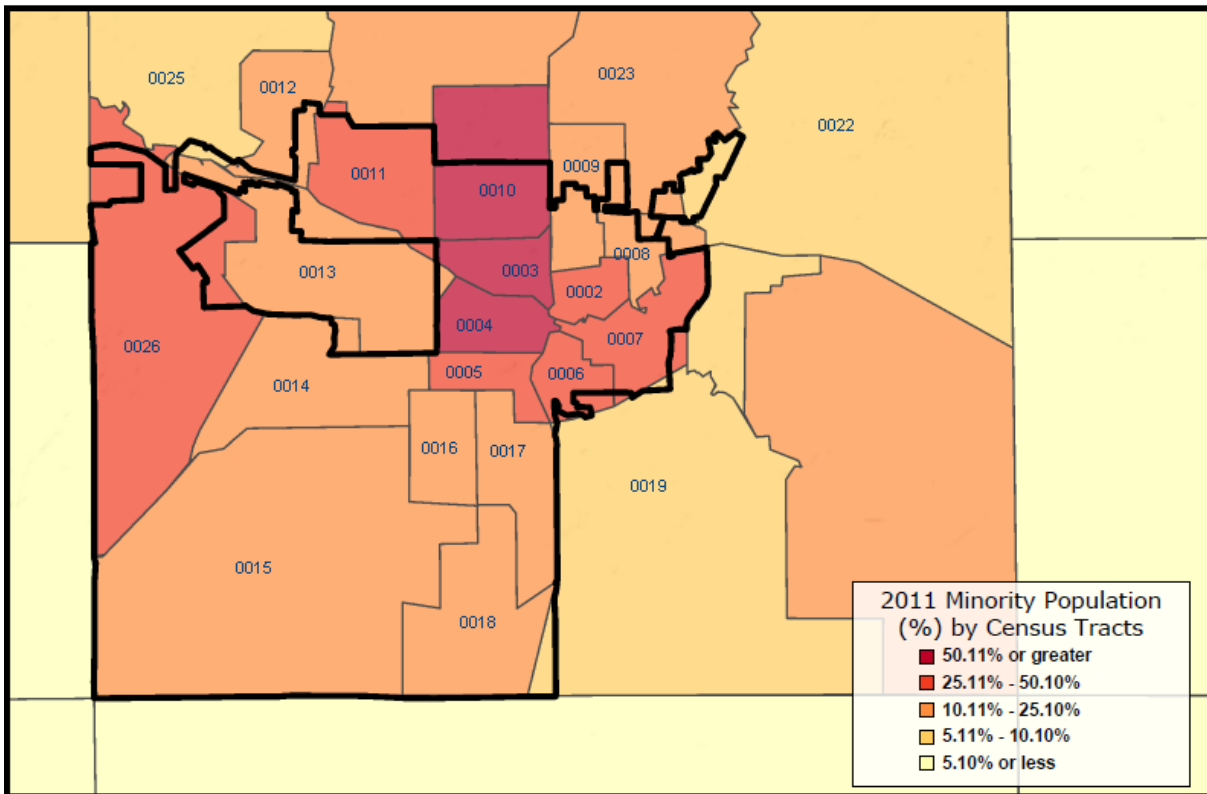
In the 2010 Census, an estimated 71.7% of Battle Creek residents reported their race as 'white alone', about 10% lower than the County as a whole (82.2% white alone).

Compared to the County overall, Battle Creek has a higher proportion of persons reporting as 'black alone' (18.2% vs. 10.9% for Calhoun County), which is typical of larger, urbanized areas like Battle Creek. Battle Creek also has a higher percentage of persons of Hispanic Origin relative to the County at 6.7% versus 4.5% for the County.

As shown on Map 1 and in Table 3, below, the areas of highest racial minority concentration (calculated as percentage of residents who reported their race as anything other than 'white') are located near the center of Battle Creek. Tracts 3, 4, and 10 are the only 'majority-minority' tracts in the City. Four other Tracts (2,6,7, and 26) within the City report one-third or more of the total population as non-white. Tract 6 has the highest percentage of Hispanic or Latino residents at just over 15 percent.

**Map 1:**

**Racial Minority Concentration - Battle Creek, Michigan**



**Table 3: Population and Race/Ethnicity by Census Tract, City of Battle Creek, 2010**

Census Tract	Total Persons	White (Non-Hispanic)	African American	Hispanic White	Some Other Race	More than One Race	Percent Minority Population	Hispanic or Latino	Percent Hispanic or Latino
<b>3</b>	2,161	454	1,468	35	82	122	<b>78.99%</b>	133	<b>6.15%</b>
<b>10</b>	4,271	1,553	2,291	65	135	227	<b>63.64%</b>	203	<b>4.75%</b>
<b>4</b>	2,403	1,103	789	106	256	149	<b>54.10%</b>	348	<b>14.48%</b>
<b>6</b>	3,000	1,650	699	147	325	179	<b>45.00%</b>	461	<b>15.37%</b>
<b>7</b>	3,345	1,940	769	219	253	164	<b>42.00%</b>	452	<b>13.51%</b>
<b>26</b>	1,885	1,155	304	50	282	94	<b>38.73%</b>	84	<b>4.46%</b>
<b>2</b>	3,946	2,438	972	129	176	231	<b>38.22%</b>	306	<b>7.75%</b>
<b>5</b>	3,259	2,179	459	204	236	181	<b>33.14%</b>	423	<b>12.98%</b>
<b>11</b>	4,185	3,103	727	81	95	179	<b>25.85%</b>	144	<b>3.44%</b>
<b>18</b>	5,976	4,568	564	153	474	217	<b>23.56%</b>	350	<b>5.86%</b>
<b>9</b>	3,441	2,638	534	62	81	126	<b>23.34%</b>	99	<b>2.88%</b>
<b>8</b>	3,012	2,367	334	76	84	151	<b>21.41%</b>	139	<b>4.61%</b>
<b>13</b>	4,092	3,286	332	71	229	174	<b>19.70%</b>	144	<b>3.52%</b>
<b>15</b>	5,399	4,495	193	105	508	98	<b>16.74%</b>	164	<b>3.04%</b>
<b>14</b>	4,199	3,550	200	123	142	184	<b>15.46%</b>	208	<b>4.95%</b>
<b>12</b>	2,488	2,104	187	49	56	92	<b>15.43%</b>	80	<b>3.22%</b>
<b>16</b>	2,669	2,282	82	79	146	80	<b>14.50%</b>	121	<b>4.53%</b>
<b>17</b>	4,287	3,702	184	91	220	90	<b>13.65%</b>	140	<b>3.27%</b>
<b>21</b>	1,184	1,067	20	41	15	41	<b>9.88%</b>	53	<b>4.48%</b>
<b>25</b>	3,564	3,234	105	61	84	80	<b>9.26%</b>	102	<b>2.86%</b>

Note: Individual race categories include persons of Hispanic or Latino ethnicity unless stated in category title

Source: US Census Bureau, 2010

### *Income and Poverty*

According to the 2000 Census, in Battle Creek, 13% of households are very-low-income, another 14% are low-income, and 20% are moderate income; in total, almost half (47.4%) of the City's households earn less than 80% of the area median income. Table 4, below, lists by census tract the number of households that are in each of the three categories described above. (Note that 2010 Census Income data was not available at the time this report was drafted. 2009 ACS data is available but the margin of error is so high as to make it unreliable. Also, the percentages in this paragraph do not match those identified below because some of the census tracts include land area beyond the boundaries of the City.)

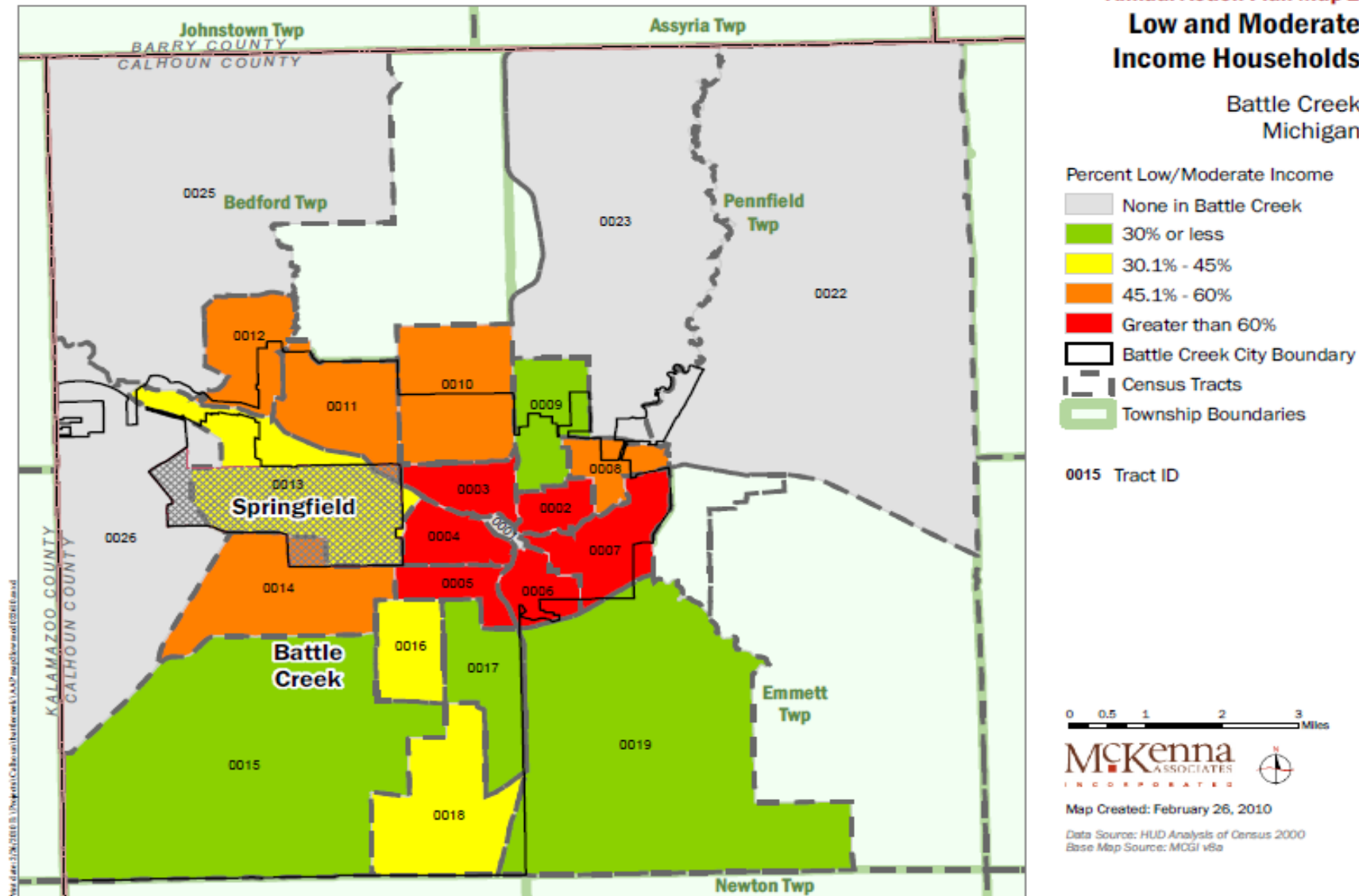
**Table 4: Median Family Income and HUD Income Limits by Census Tract  
City of Battle Creek: 2000**

Census Tract	Total Households (2000)	Median Family Income (1999)	HAMFI <30% (very low income)	HAMFI 31-50% (low income)	HAMFI 51-80% (moderate income)	Percent of households <80% HAMFI
4	1,004	\$23,269	282	208	235	72.21%
3	867	\$30,156	233	148	197	66.67%
5	1,367	\$30,417	374	237	273	64.67%
2	1,851	\$36,538	471	312	404	64.13%
6	1,401	\$31,291	363	228	293	63.10%
11	1,808	\$36,824	354	352	348	58.30%
7	1,160	\$28,712	234	204	212	56.03%
14	1,825	\$39,592	219	342	434	54.52%
10	1,779	\$38,155	340	227	235	45.08%
16	1,183	\$57,222	144	179	195	43.79%
8	1,315	\$41,875	163	172	215	41.83%
18	2,346	\$56,005	194	234	461	37.89%
17	1,834	\$61,676	76	144	255	25.90%
12	1,086	\$43,041	78	103	98	25.69%
15	1,623	\$72,353	78	94	221	24.21%
9	1,452	\$61,477	62	40	108	14.46%
13	1,757	\$34,346	21	4	9	1.94%
21	631	\$34,750	1	2	1	0.63%
25	1,390	\$57,639	0	0	0	0.00%
26	475	\$37,813	0	0	0	0.00%
1	0	\$0	0	0	0	n/a
<b>TOTAL</b>	<b>28,154</b>		<b>3,687 (13.10%)</b>	<b>3,230 (11.47%)</b>	<b>4,194 (14.90%)</b>	
Sources: US Dept of Housing and Urban Development analysis of Census 2000 data and 2010-2014 Consolidated Plan HAMFI = HUD-adjusted Area Median Family Income (2009)						

Map 2 indicates that the central portion of Battle Creek contains the City's highest percentages of very-low-income, low-income, and moderate-income households. Tracts 2, 3, 4, 5, and 6 all have more than three out of every five households (over 60%) below the 80% moderate-income threshold. It should be noted that Tracts 25 and 26 appear on the map and in the table as having no households classified as low- or moderate-income; for these tracts, no Battle Creek residents fall below the eighty-percent threshold, but households located in areas of these tracts outside the City may qualify. Census Tract 1 contains no households of any income level; this downtown area is entirely non-residential in nature.

## Annual Action Plan Map 2 Low and Moderate Income Households

Battle Creek  
Michigan





2. *Describe the basis for allocating investments geographically within the jurisdiction (91.215(a)(1)) during the next year and the rationale for assigning the priorities.*

The three programs that provide a low- to moderate-income area benefit are primarily focused on arresting decline and helping low- and moderate-income families maintain safe and affordable housing in neighborhoods that have been identified as “deteriorating” or “deteriorated”. The CDBG funded code enforcement and demolition activities are focused solely in these areas. The CDBG minor home repair program assists low- and moderate-income families city-wide, but is actively promoted within the targeted neighborhoods.

The street repair activity is targeted in one of these neighborhoods, Washington Heights, and will improve access to an important residential thoroughfare, a park, and a church that also acts as a community center.

While targeted neighborhood boundaries were not chosen based on income status, there is a correlation between declining neighborhoods and household incomes, and all of the census tracts in the City that contain over 51% low- to moderate-income are targeted in part or in full.

The geographic areas include most or all of the North Central / Washington Heights neighborhood, Wilson / Coburn / Roosevelt neighborhood, Post / Franklin neighborhood, Fremont / Verona / McKinley neighborhood, and Urbandale neighborhood. These older neighborhoods of the City contain some of Battle Creek’s oldest housing stock; housing which contains or is likely to contain, lead-based paint and is most likely to require significant maintenance to remain livable.

Investing federal, state and local resources into these specific target areas increases the likelihood of producing a sustainable impact. Additional CDBG assistance may be authorized in other neighborhoods on a project-by-project basis to low/moderate income households based on eligibility. Please refer to Map 3, (page 16) which shows the location and boundaries of these and the other neighborhoods in the City.

**North Central / Washington Heights Neighborhood.** The North Central Neighborhood is an area bounded by North Avenue on the east; Goodale Avenue on the north; Limit Street on the west; and Jackson Street on the south.

2010 Census data indicate that two-thirds of the neighborhood is African-American, and nearly one of every three households rent their home. The population in this neighborhood declined 17.5% from 1990 to 2000 and another 3.8% from 2000 to 2010.

The North Central Neighborhood has a high unemployment rate; a high incidence of teenage pregnancy; a high rate of school dropouts; and a high incidence of drug-related crime. The area contains a large amount of deteriorated housing stock and a high percentage of rental housing units. The City’s Code Compliance program, as well as various local housing rehabilitation initiatives,

has resulted in significant improvements to the quality of housing in portions of the neighborhood.

Neighborhoods Inc., the City of Battle Creek, Area Agency on Aging, and Calhoun County Land Bank Authority continue to support the revitalization of the North Central Neighborhood. Specific programs include minor home repair, street repair, and demolition of blighted properties.

Battle Creek Code Compliance will continue to provide stimulus for improvements to the neighborhood's housing stock, with partial funding through the CDBG program. These efforts will be focused on improving existing rental housing conditions, as well as assisting homeowners to comply with the City Housing Code. Neighborhoods Inc. of Battle Creek, a HOME funded agency is located within this neighborhood.

Priority needs being addressed in the North Central / Washington Heights neighborhood in the 2014-15 program year include the following:

- Minor home repair
- Code compliance and enforcement
- Demolition of blighted properties
- Street reconstruction

**Wilson/Coburn/Roosevelt Neighborhood.** The Wilson/Coburn/Roosevelt Neighborhood is located near the geographic center of Battle Creek and is bounded by Riverside Drive on the east, Territorial Road on the south, Jackson Street on the north, and 20th Street (Springfield City limits) on the west. This neighborhood has a strong Hispanic population, with 10.5% (2010 ESRI Community Analyst) of the residents reporting Hispanic or Latino origin. The neighborhood suffers from comparatively high unemployment and crime rates, as well as significant housing deterioration throughout the neighborhood. Homeownership rates are approximately 60%, and the overall population of the neighborhood declined 6.3% between 1990 and 2000 and another 8.2% between 2000 and 2010.

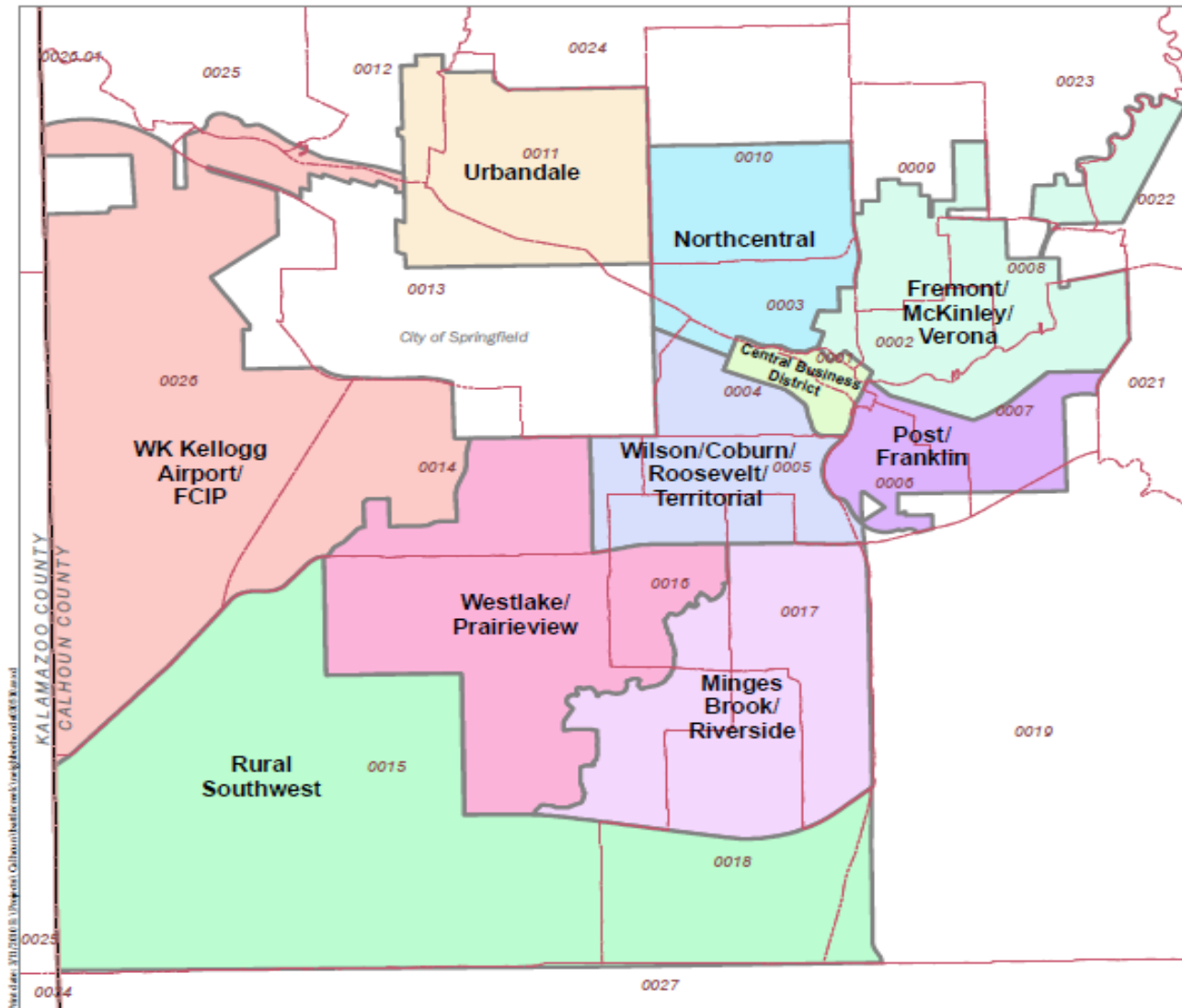
The City provides code compliance enforcement and supports housing rehabilitation activities within the Wilson/Coburn/Roosevelt Neighborhood.

Priority needs being addressed in the Wilson / Coburn / Roosevelt neighborhood in the 2014-15 program year include the following:

- Housing rehabilitation and home repair.
- Code compliance and enforcement
- Demolition of blighted properties

### Annual Action Plan Map 3 Neighborhood Planning Councils

Battle Creek  
Michigan



- Neighborhood Planning Councils
- Central Business District
  - Fremont/McKinley/Verona
  - Minges Brook/Riverside
  - Northcentral
  - Post/Franklin
  - Rural Southwest
  - Urbandale
  - WK Kellogg Airport/FCIP
  - Westlake/Prairieview
  - Wilson/Coburn/Roosevelt/Territorial

- Census Tracts
- 0015 Tract ID

0 0.5 1 2 Miles

**McKenna** ASSOCIATES  
INCORPORATED

Map Created: March 5, 2010

Data Source: City of Battle Creek, 2010  
Base Map Source: MCGI v8a

**Post/Franklin Neighborhood.** This lower-income neighborhood is one of the oldest residential areas in Battle Creek. As of the 2010 Census, 21.3% of the residents are Black or African-American. The Census also indicates that 54.8% of the housing units in this area are non-owner-occupied, giving this neighborhood the lowest level of homeownership in Battle Creek. The Post/Franklin Neighborhood also has the highest Hispanic population in the City, with 11% of the residents of Hispanic or Latino origin.

Neighborhoods Inc. has completed a number of housing rehabilitation projects within the Post/Franklin Neighborhood; projects undertaken by the City, Community Action, and Habitat for Humanity have also been successful in rehabilitating the housing base of the neighborhood.

Community Action is the only CDBG or HOME-funded agency located within the Post/Franklin Neighborhood.

Priority needs being addressed in the Post / Franklin neighborhood in the 2014-15 program year include the following:

- Housing rehabilitation and home repair.
- Code compliance and enforcement
- Demolition of blighted properties

**Fremont/Verona/McKinley Neighborhood.** This neighborhood is one of the largest and most diverse neighborhoods in all of Battle Creek. Despite pockets of deterioration, the housing stock is stable and generally well-maintained. There has been significant improvement in this neighborhood over the past decade. Neighborhoods Inc. has targeted the Fremont/Verona/McKinley Neighborhood and has acquired and rehabilitated entire blocks as part of its housing program.

The City of Battle Creek also invested much of its NSP1 and NSP2 rehab funds in this area, completing a total of 40 units of highly marketable, owner-occupied housing.

The most deteriorated portion of the neighborhood is the Creekside area, which has a high vacancy rate, significant deterioration, and comparatively low property values. Thirty-seven percent of the neighborhood's households are renter-occupied.

Priority needs being addressed in the Fremont / Verona / McKinley neighborhood in the 2014-15 program year include the following:

- Housing rehabilitation and home repair.
- Code compliance and enforcement
- Demolition of blighted properties

**Urbandale.** Located on the northwest side of Battle Creek, the Urbandale neighborhood is bounded by the City Limits to the north, west, and south, and Limit Street/Waubascon Road on the east. Most of the housing stock in Urbandale was constructed between 1930 and 1950, with some in need of repair and upgrading due to age and deferred maintenance.

In 2010, Urbandale's total population was 5,225, of which 13% were Black or African-American and 15.2% were 65 years and older. Renter-occupied housing units accounted for 28.6% of the total households in the neighborhood.

The residential areas of the neighborhood are served by a strong commercial corridor, Michigan Avenue, which bisects Urbandale from the northwest to the southeast. The Urbandale Planning Council has expressed concern that the heavy retail development occurring on the south side of Battle Creek is drawing down the potential for redevelopment opportunities along Michigan Avenue.

Priority needs being addressed in the Urbandale neighborhood in the 2014-15 program year include the following:

- Housing rehabilitation and minor home repair.
- Code compliance and enforcement
- Demolition of blighted properties

It is anticipated that the majority of the City's CDBG allocation will be expended in these low-moderate income target areas. HOME funds will be focused in two target areas: one in Fremont/Verona/McKinley and the other in Urbandale.

*3. Describe actions that will take place during the next year to address obstacles to meeting underserved needs.*

The primary obstacles to meeting underserved needs in the Battle Creek area include lack of financial resources, lack of employment opportunities, lack of coordination of community efforts and lack of capacity amongst some service providers.

- The City of Battle Creek will devote its federal entitlement funding to addressing underserved needs, and in turn, assist in the leveraging of other federal, state and local funds to address these needs as well.
- The City will continue to assist in the coordination of efforts within the community in partnership with other nonprofits and philanthropic organizations including the Coordinating Council, the Greater Battle Creek Homeless Coalition, the Battle Creek Community Foundation, the W.K. Kellogg Foundation, the Miller Foundation, and others.
- The City of Battle Creek will work with partner agencies – including Battle Creek Unlimited – to retain jobs in the community and attract new employers as well as offer training opportunities to residents seeking new employment.

- The City of Battle Creek will assist in the development of technical assistance and capacity building in the community through its membership and active participation in various national and statewide organizations.

4. *Identify the federal, state, and local resources expected to be made available to address the needs identified in the plan. Federal resources should include Section 8 funds made available to the jurisdiction, Low-Income Housing Tax Credits, and competitive McKinney-Vento Homeless Assistance Act funds expected to be available to address priority needs and specific objectives identified in the strategic plan.*

Table 5 on provides estimate of the resources available, both Federal and non-Federal, to address the needs identified in this Plan.

**Table 5 – Resources Expected to be Made Available**

<b>Federal Funds</b>	<b>Amount</b>
CDBG (City)	\$1,260,723
HOME Investment Partnership (City)	\$284,006
Capital Fund Program (Housing Commission)	\$367,401
Section 8 Housing Choice Vouchers (Housing Commission)	\$2,385,117
Other Low Rent Budget (Housing Commission)	\$762,726
HUD (Homeless Housing Assistance Project (HHAP)	\$42,000
Department of Energy (DOE) Weatherization (Community Action – (CA)	\$349,003
Calhoun County CDBG (CA)	\$300,000
Emergency Solutions Grant (COC)	\$104,420
SAFE Place Class Project	\$79,915
Haven Life Recovery Program	\$161,158
Haven WIN Program	\$81,537
<b>Non-Federal Funds</b>	<b>Amount</b>
Summit Pointe (HHAP-local match)	\$21,000
SAFE Place (local match)	\$19,980
Haven (local match)	\$60,673
Walk for Warmth (CA)	\$25,500
EAP – MCAAA (CA)	\$243,660
Senior Millage – Home Heating Assistance (CA)	\$75,000
Low Income Home Energy Assistance (CA)	\$272,004
United Way (Battle Creek)	\$110,000
Senior Millage Minor Home Repair	\$100,000
Senior Millage Transportation/Dispatch	\$425,000
City General Fund - Demolition	\$100,000
Calhoun County Land Bank - Demolition	\$150,000

## Managing the Process

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1. *Identify the lead agency, entity, and agencies responsible for administering programs covered by the consolidated plan.*

The City of Battle Creek's Community Development Department will serve as the lead agency responsible for the Consolidated Plan and the 2014-2015 Annual Action Plan. As such, the Department will work closely with all of the organizations and entities involved in the implementation of the community development strategies identified in the Plan. Major public and private agencies responsible for administering the programs covered by the Plan include, but are not limited to:

- Several social service agencies within Calhoun County
- The Coordinating Council
- The Greater Battle Creek Calhoun County Homeless Coalition
- Michigan State Housing Development Authority (MSHDA)
- **Community Action**
- The Haven
- S.A.F.E. Place
- Salvation Army
- Battle Creek Area Habitat for Humanity
- **Neighborhoods, Inc.**
- Calhoun County Land Bank Authority

***Bolded** organizations are receiving CDBG or HOME funds in 2014-15.*

2. *Identify the significant aspects of the process by which the plan was developed, and the agencies, groups, organizations, and others who participated in the process.*

To initiate the Annual Action Planning process, the City prepared and made available to the public a community needs report based on the results of the 2010-14 consolidated planning workshops and held a public hearing conducted before the City Commission to receive additional comments. (A copy of the minutes from this hearing is included in Appendix C.)

In past years, the City has awarded up to 15% of its CDBG entitlement funds to sub-recipients for public service grants. The City's Citizen Participation Plan called for the creation of a Community Development Advisory Committee (CDAC) to review and make recommendations regarding the award of these public service grant proposals.

During the 2012-13 Annual Action Planning process the City Commission decided to end the award of public service grants due to diminishing funds and a commitment to focusing on housing and infrastructure improvements. As a result, the CDAC was left

without a meaningful role to play in the process, and elected not to convene until such time as public service grants were reinstated or a new role was defined via changes to the Citizen Participation Plan.

A broad range of public, non-profit and private sector agencies were invited to participate in the preparation of the City's 2010-14 Consolidated Plan. Many of these agencies have assisted either directly, or indirectly, in providing services and programs to address the needs of the Battle Creek community. See Table 6 for a list of agencies and their roles with regard to the Consolidated Plan or activities.



**TABLE 6**  
**COORDINATION/CONSULTATION/INSTITUTIONAL STRUCTURE**

Agency Type/Name	Purpose	Role/Responsibility with Regard to Consolidated Plan or Activities	Specific Programs They Implement or Fund
<b>A. Public Sector</b>			
1. City of Battle Creek – Planning and Community Development Department	Planning and Community Development	Oversight/Coordination of Plan process, oversight, implementation of major housing, neighborhood and business programs which impact on needs and priorities in the Consolidated Plan.	Community Development Block Grant (CDBG) <ul style="list-style-type: none"> <li>• Home Rehabilitation Program</li> <li>• Emergency Program</li> <li>• Downtown Improvements Program</li> <li>• Code Enforcement Program</li> <li>• ADA Improvements</li> <li>• Senior Citizens Activities</li> <li>• Youth Programs</li> <li>• Public Facility Improvements</li> <li>• Monitoring Subrecipients</li> </ul> Neighborhood Stabilization Program (NSP1 & NSP 2) <ul style="list-style-type: none"> <li>• Home Rehabilitation</li> <li>• Demolition</li> <li>• Calhoun County Land Bank</li> </ul> HOME <ul style="list-style-type: none"> <li>• Homebuyer's Assistance</li> <li>• Home Rehabilitation Program</li> </ul> Purchase/Rehab/Resale Neighborhood Enterprise Zone Program
2. City of Battle Creek – Code Compliance Department	Zoning, Code Enforcement, Inspection Services Agency	Provide information and input on the Public Policies section of the Consolidated Plan.	Target Area Code Enforcement
3. City of Battle Creek – Neighborhood Services Department	Neighborhood Development, Community Leadership, Leveraging Resources	Provide information and input on the Consolidated Plan; assist with public participation process; leverage community resources; develop community pride and leadership within neighborhoods	This Department operates the Neighborhood Resource Center and administers the work of the various Neighborhood Planning Councils assisting with their specific needs and programs.
4. City of Battle Creek - Parks and Recreation Department	Administration of Battle Creek Parks System Property and Programs	Provide input and information for the Plan relating to recreational, neighborhood and quality of life issues.	This department operates numerous recreational programs throughout the year for all Battle Creek residents.
5. City of Battle Creek – Public Works Department	Infrastructure development and maintenance: streets, sidewalks, sewer, water	Provide information on necessary projects in and around LMI neighborhoods; manage and maintain municipal infrastructure system	Streets, sidewalks, sewer, water

Agency Type/Name	Purpose	Role/Responsibility with Regard to Consolidated Plan or Activities	Specific Programs They Implement or Fund
6. Calhoun County – Public Health Department	Public Health Agency	Assisting with lead-based paint reduction/testing activities.	Calhoun County Lead Task Force which includes lead testing and follow-up and enforcement
7. Calhoun County Senior Citizens	Senior Social Services/ Housing Agency	Oversight, implementation of service and housing programs which impact the needs and priorities addressed in the Consolidated Plan; Senior Citizens advocacy	Protective Services for Seniors Minor Home Repair Program Calhoun County Senior Millage
8. Battle Creek Housing Commission	Public Housing Agency	Oversight, implementation of major rental housing programs which impact on the needs and priorities addressed in the Consolidated Plan	Section 8 Rental Assistance Program Public Housing Program Comprehensive Grant Program Public Housing Development Family Self-Sufficiency

Agency Type/Name	Purpose	Role/Responsibility with Regard to Consolidated Plan or Activities	Specific Programs They Implement or Fund
<b>B. Non-Profit Sector</b>			
1. The Coordinating Council	Social Issues / Housing / Community Collaboration	Collaboration of various social agencies and organizations in effort to put funds and decisions in hands of community and ensure efficiency; provide data and information throughout process	Greater Battle Creek Homeless Coalition Calhoun County Community Report Card Various workgroups determining solutions to other issues
2. Battle Creek Unlimited	Economic Development	Brings employers and jobs to communities and works with downtown property owners and City on revitalization of downtown	Job training and employment services, development
3. Summit Pointe	Special Needs	Provides counseling and assistance to those with mental health concerns including seniors and youth	Mental health services Tenant based rental assistance
4. Other Small Non-profits and Churches (some Faith-Based)	Social Services	There are numerous programs available through smaller or very specialized non-profits and churches throughout Battle Creek and Calhoun County. Although their services are varied, they all provide services which impact on the needs and priorities of the Consolidated Plan	Numerous community development, special needs, housing, and neighborhood based improvement programs
5. Greater Battle Creek Calhoun County Homeless Coalition	Primary advocacy group for homeless issues in the County	Provide input and information for the Plan relating to homeless persons and their needs, Information from the Continuum of Care was used for the Homeless section of this Plan.	Preparation of Continuum of Care Plan for Homeless Determine/prioritize grant submissions for homeless funding HMIS (tracking) Homeless Prevention and Rapid Re-housing Program (HPRP) Various federal, state, and local funding programs
6. Non-profit Alliance	Training and Coordination	Support, education, training, and coordination among non-profits, particularly newer, smaller ones to help them initiate activities and get off to good start.	Training
7. Fair Housing Center of Southwest Michigan	Fair Housing	Review fair housing activities in Battle Creek area, provide training and advocacy, educate stakeholders and community on fair housing issues, create fair housing ordinance for City.	Creation of fair housing ordinance for City

Agency Type/Name	Purpose	Role/Responsibility with Regard to Consolidated Plan or Activities	Specific Programs They Implement or Fund
<b>C. Private Sector</b>			
1. Banks, Savings and Loans, Finance Companies	Financial Institutions	Data source for Consolidated Plan; Oversight implementation of housing loan program particularly affecting the needs and priorities of moderate income households in the Consolidated Plan under CRA Act.	Homeownership and Rehab Programs for Moderate Income Households
2. Foundations	Concerned with Civic/Social Issues	No direct role, however, foundations have provided funding to many non-profits that do directly impact on Consolidated Plan issues	The three local foundations play a key role in funding many of the programs and leveraging the federal funds the City receives.
3. Real Estate Firms	Concerned with Local Real Estate Market	Assist with understanding local housing market and placement of individuals in housing	N/A
4. United Way	Coordination and concern with social issues	Provide funding for health education and income indicators	
5. Health Care System	Provide for the health of the community	Provide information on health care needs of community; provide insurance and health services to residents	Health clinics and insurance support
6. Education System	Pre-K, child, and adult education	Provide residents with training and teaching necessary to lead healthy, successful lives	

3. *Describe actions that will take place during the next year to enhance coordination between public and private housing, health, and social service agencies.*

The City's Community Development Division works closely with the partner agencies previously listed. These partnerships have allowed the City to increase transitional housing opportunities, develop new affordable housing, prioritize funding to address homelessness, reduce blight in low income neighborhoods, and work with agencies to find solutions to community problems and unmet needs. Throughout the coming year, those efforts will continue and be expanded in the following ways:

- Community Development (CD) Staff serve on the Housing Solutions Board that oversees and sets policy for the Greater Battle Creek Calhoun County Homeless Coalition. Recent efforts have led to the identification of a need for more permanent supportive housing in Battle Creek. CD Staff are facilitating a working group that includes the Calhoun County Land Bank with a goal of creating 5 single family units in 6 months.
- CD and other City staff are engaged participants in the Calhoun County Land Bank's strategic planning process. Expected results include greater coordination of county land reutilization efforts and city community development activities.
- The City began developing and implementing its Fair Housing plan upon completion of its impediments study in June of 2013. The City will continue to engage partners in implementing elements of that plan.
- The City is participating in the State's Placemaking and Redevelopment Ready initiatives with an eye on attracting developers for needed mixed income rental housing development.
- CD Staff participate in The Coordinating Council, a collaboration of various social agencies and organizations that strive to work together to make the best use of available funding and coordinate efforts and services throughout the County.

## **Citizen Participation**

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1. *Provide a summary of the citizen participation process.*

In the 2013-14 program year, the City revisited and revised its Citizen Participation Plan. The review was prompted by the City eliminating the allocation of CDBG funds for public service activities—a decision made by the City Commission based on declining funding levels and a commitment to focus on remaining housing and neighborhood infrastructure goals in the Consolidated Plan.

The City's previous Citizen Participation Plan called for the creation of a Community Development Advisory Committee (CDAC) to review and make recommendations regarding the award of public service grant proposals as well as any CDBG funds made available to outside agencies. The Plan also called for holding workshops each year to

assess community needs and set priorities for awarding the public service grants. When the City Commission decided to end the award of public service grants, the CDAC was left without a meaningful role to play in the process, and elected not to convene until such time as public service grants were reinstated.

The new Citizen Participation Plan acknowledges the diminished role of Consolidated Planning Workshops and the CDAC in years when public service funds are not made available, and proposes alternate means for annually updating the community needs established during the preparation of the Five Year Consolidated Plan.

The general intent of the plan is unchanged including the list of possible methods open to the City when engaging the public. The CDAC continues as before. However, since the primary responsibility of the CDAC is to assist the City Commission in the allocating of public service funds and non-city requests for CDBG funds, when these funds are not made available, the CDAC will not convene. The role of Neighborhood Planning Councils as an advisory body for establishing priorities and community needs during these “off” years is fleshed out. Lastly, Consolidated Planning Workshops will only occur during the years that the 5 year Consolidated Plan is being created.

The revised Citizen Participation Plan was available for a 30-day citizen comment period that began on October 22, 2013 and ended on November 22, 2013. A public hearing concerning updates to the Plan was held on November 19, 2013 in the City Commission Chambers at City Hall.

The revised Citizen Participation Plan was adopted by the City Commission on December 3, 2013. A copy of the Citizen Participation Plan is available at the City’s Community Development Division for public review during normal business hours.

For the development of the Five Year Consolidated Plan the City of Battle Creek followed an extensive citizen participation process. This process included the following elements:

- Six Consolidated Planning Workshops throughout the City on August 1 (two workshops) 8, 18, and 23 (two workshops) in 2009, that were attended by 59 people.
- A series of stakeholder focus group sessions were held throughout the day on November 16, 2009 that covered the following topics: economic development; homelessness; health care, education, and social services; and neighborhoods and housing. The sessions were targeted specifically at the agencies and providers addressing each of these issues on a regular basis with the intent of exploring common community concerns about each issue and potential solutions or projects to address each one.
- In conjunction with the Stakeholder Focus Group Sessions, an Open Public Forum was conducted in the evening of November 19, 2009. This session was organized and run similarly to the Stakeholder Focus Group Sessions. However,

for this meeting, there was no particular focus topic, and all members of the public were invited to attend.

- A project-specific website was created for the Consolidated Plan and incorporated as part of the City of Battle Creek's website.

#### 2014-15 Annual Action Planning Process

The development of the 2014-15 Annual Action Plan began with a grant application process. Grant applications were due in November, 2013 with final funding recommendations made by City staff in February, 2014. A public hearing on the City's housing and community development needs was held on February 4, 2014.

#### Thirty-Day Comment Period

The Draft Annual Action Plan was made available for public review and comment for 30 days from March 11, 2014 to April 9, 2014. Per the City's Citizen Participation Plan, copies of the Plan were made available at the following locations: the Community Development Division (Commerce Pointe) and the Willard Public Library (Downtown Branch). It was also made available electronically on the City's website.

No comments were received by the Community Development Department during the thirty-day comment period.

#### Public Hearings

A public hearing on the CDBG and HOME program budgets and proposed use of funds for the 2014-15 program year was held at the Battle Creek City Commission meeting on March 4, 2014. Minutes of this public hearing is included in Appendix C.

Copies of the notices, resolutions and City Commission meeting minutes related to this Annual Action Plan are also provided in Appendix C.

#### *2. Provide a summary of citizen comments or views on the plan.*

As noted above, comments received are fully documented in Appendix C.

#### *3. Provide a summary of efforts made to broaden public participation in the development of the consolidated plan, including outreach to minorities and non-English speaking persons, as well as persons with disabilities.*

Several methods were used to inform the public about the public hearings and review process for the 2014-15 Annual Action Plan.

- Letters were mailed to key stakeholders inviting them to attend public hearings.
- Public hearing notifications were included in The Coordinating Council's weekly updates to local social service groups

- Legal notices were published in the *Battle Creek Shopper-News* prior to the 30-day review period and the public hearing.
- Public Hearing notices were also published in Spanish in the *New Opinion*, a newspaper for the Spanish-speaking population, prior to the public hearings and the 30-day review period.

4. *Provide a written explanation of comments not accepted and the reasons why these comments were not accepted.*

All comments or questions received were accepted and are documented in Appendix C.

## **Institutional Structure**

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*Describe actions that will take place during the next year to develop institutional structure.*

The City of Battle Creek continues to improve, and expand on, its strategic collaborative efforts and to fill gaps in institutional capacity identified through studies, workshop sessions, outreach sessions with community groups, meetings with local collaborative bodies and consultations with sub-recipients and other service organizations with similar missions. Staff will continue to identify and reach out to agencies and organizations that may be key partners in addressing the needs of low and moderate income persons within Battle Creek. Some examples of ongoing efforts include:

- Some elements of the City's Fair Housing Plan call for consensus building on a community-wide scale around the more challenging issues raised in the most recent Analysis of Impediments. The City is doing further analysis and planning and expects to be engaging more stakeholders around these issues in 2014-15.
- The City has membership on the Housing Solutions Board (HSB) representing the Greater Battle Creek and Calhoun County Homeless Coalition, which fulfills the major roles assigned to it by MSHDA and HUD consistent with the expanded responsibilities identified in the HEARTH Act of 2009. The City will continue to play a role in strengthening the institutional structure of this coalition during the 2014-15 program year by facilitating meetings to bridge the gap between homeless service providers and affordable housing organizations with a goal of creating new permanent supportive housing units in Battle Creek.
- The City is participating in the State of Michigan's Redevelopment Ready workshops and in 2014 will apply to join the program which entails a thorough third party review of a city's capacity to develop mixed use or mixed income redevelopment sites and attract quality developers.



- The City's Placemaking initiative is bringing together multiple stakeholders in planning efforts that link lower income neighborhoods with downtown redevelopment.
- The City and The Calhoun County Land Bank Authority (CCLBA) have been working with the Center for Community Progress, an authority on strategies for communities dealing with high levels of vacancy and abandonment. Work has included site visits, technical assistance, trainings, strategic planning facilitation, and an invitation to send a delegation to the Community Progress Leadership Institute in Boston, MA in March of 2014 (one of eight cities nationwide).
- The City's Community Development Department has taken a number of steps in the past year to increase its use of data to inform decisions related to and evaluate progress towards long term Consolidated Planning goals including partnering with Neighborhoods Inc. on neighborhood level impact measurement studies, completing a comprehensive housing study, adding a Geographic Information Systems (GIS) user to staff, and developing metrics for evaluating efforts to arrest decline in neighborhoods. Efforts for 2014-15 will include implementation of neighborhood decline metrics, hiring a new staff member with analytical skills, expanding impact studies to new neighborhoods, and promoting the findings of the comprehensive housing study to more stakeholders.
- The City will begin the citizen engagement process for its 2015-19 Consolidated Plan and new Master Plan in the summer or fall of 2014.

## **Monitoring**

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*Describe actions that will take place during the next year to monitor its housing and community development projects and ensure long-term compliance with program requirements and comprehensive planning requirements.*

### **Coordination**

The City recognizes that monitoring of the Annual Action Plan must be carried out on a regular basis in order to ensure the statutory and regulatory requirements are being met. Further, it is critical to confirm that information being reported to HUD through such mechanisms as Integrated Disbursement and Information System (IDIS) is correct and complete. The City will seek the assistance of a number of organizations and agencies in monitoring its housing strategy in order to ensure it is progressing as planned.

The Community Development Department is responsible for preparing an annual report detailing the progress of the strategies contained in the Annual Action Plan. This office will periodically monitor the implementation of these strategies in order to identify

areas requiring improvement and additional methods of achieving the national objectives and priorities listed in this Annual Action Plan and the City's Consolidated Plan.

Another area of particular attention is the monitoring of sub-recipients and reviewing applications from agencies seeking to become subrecipients. The City reviews all CDBG and HOME applications for funding to ensure that the activity the applicant is seeking funding for will meet a national objective and address the priority needs identified in the Consolidated Plan.

The City's Community Development Department staff monitors all sub-recipients annually utilizing HUD guidelines through such activities as budget oversight, program progress, eligibility requirements, reporting requirements, citizen participation, other federal requirements, spending timeliness, and benefit attainment. The objectives of the sub-recipient monitoring are to ensure reasonable project progress and accountability, ensure compliance with CDBG and other Federal requirements, and evaluate organizational and project performance.

The City's monitoring policies reinforce the communication network between the City and the various housing and human needs agencies participating directly in the implementation of the Annual Action Plan or assisting in the provision of services supporting the Plan's strategies. The monitoring process will also ensure accountability, compliance, and adequate progress from the various agencies funded as a part of the City's CDBG program.

The subrecipients receive their grant funds through a reimbursement process. Therefore, the City is able to review the payment vouchers submitted for reimbursement for budget restrictions and eligibility requirements. Also, the City requires quarterly reports to be submitted that track the subrecipient's progress in attaining their contracted scope of service(s). The report also assists in gathering year-end demographic data from those benefitting from CDBG and HOME funds.

The City of Battle Creek attempts to expend all of the allocated funds each program year. It is an unofficial policy that subrecipient allocations (or grants) not be "carried forward" into the next program year. Exceptions can and will be made on an individual basis. This effort allows the City of Battle Creek to expend federal funds in a timely manner.

City staff also provides technical assistance to the subrecipients throughout the program year. This assistance can be tailored to meet the needs of the specific subrecipient and/or other City department or agency administering CDBG and HOME funds.

At least once a year, City staff will conduct an on-site monitoring of each activity funded with federal funds. This monitoring includes reviewing program files, reviewing procurement procedures and files, and audit review, program progress, interviews with clients (as needed), on-site review of rehabilitation projects, interviews with program staff and an overall look at the program's compliance with applicable federal

regulations. This “official” monitoring is preceded by a “desk audit” to highlight any issues and is followed by a monitoring letter sent to the subrecipient explaining any concerns or findings. If concerns or findings are cited, then procedures for correcting the violation, along with a timeline, are presented to the subrecipient. Any previous year concerns or findings will be taken into account when conducting the annual monitoring.

As part of the city’s on-site visits of housing rehabilitation projects, all housing rehabilitation projects, which are required to meet local housing code, are inspected to verify that all work called for in the work specifications has been completed and that the project meets local housing code. These inspections will be, in general, conducted by the City’s Housing Rehabilitation Coordinator. Any items noted as not meeting local housing code or items required by the work specifications that have not been completed, must be addressed before the project is considered to be completed and prior to final funds being released. Final inspections are documented in the housing rehabilitation project files.

The City reserves the right, in the event that funds are taken away from a subrecipient, as a result of monitoring issues or regulatory noncompliance issues, to award said funds to another agency for the implementation of a like program with like outcomes. Said reallocation of funds shall be at the City’s discretion.

#### Performance Measurements

City Planning and Community Development Staff have taken many steps toward the implementation of HUD’s Performance Measurement system into the daily activities of its CDBG and HOME funded activities and reporting efforts. Examples of these steps include the revision of the Quarterly Performance Reports used by recipients of CDBG and HOME funds. These Quarterly Reports include the language and tracking methods now required by HUD. The City’s Grant Application has also been updated to include this new performance measurement information. Seeing this information at the time of application helps to prepare potential grant recipients for the tracking and reporting requirements they will be expected to undertake. The changes in both the Quarterly Reports and the Grant Application ties program performance to HUD’s three National Objectives of: Suitable Living Environment, Decent Housing, and Expanded Economic Opportunity, and to the three HUD Outcome categories of: Availability / Accessibility, Affordability, and Sustainability.

During a Technical Assistance Session held with new City of Battle Creek funded agencies in July of 2010, City staff covered the performance measurement procedures and explained how this information will need to be reported on the Quarterly Performance Reports. These performance measurement requirements are reviewed with agencies seeking funding each funding year at the Grand Application Workshops conducted each year.

## Lead-based Paint

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*Describe the actions that will take place during the next year to evaluate and reduce the number of housing units containing lead-based paint hazards in order to increase the inventory of lead-safe housing available to extremely low-income, low-income, and moderate-income families, and how the plan for the reduction of lead-based hazards is related to the extent of lead poisoning and hazards.*

Any housing unit that is rehabilitated, modernized, weatherized, or reconstructed using City or entitlement dollars must address lead paint hazards that are present. All sub-recipients must comply with federal regulations for lead hazard reduction and/or abatement in an effort to reduce the hazards of lead paint in the community.

The Calhoun County Health Department offers education to households where test results indicate children have elevated blood lead levels. If the results show lead levels of 10ug/dl or higher, then County nurses will send a letter regarding the issue, the impacts of blood lead on children, and things that can be done in the child's environment to reduce the elevated lead levels. If the results show lead levels of 20ug/dl or higher, then County nurses will conduct a home visit and provide similar education directly to the parents or guardians of the child. Information conveyed might include cleaning tips, home maintenance information (such as regarding lead-based paint), and nutrition information.

The County also has access to a limited amount of funds for risk assessment and remediation. In limited cases, the County can request that the State conduct a risk assessment of a particular dwelling. The risk assessment will indicate the remediation that is necessary. Up to \$8,000 is available per dwelling unit for this remediation to remove the sources of lead in the home. Any additional funds necessary for the remediation work must be paid for by the homeowner.

The City of Battle Creek will continue to insist, and verify through monitoring, that all CDBG and HOME funded housing rehabilitation type programs will comply with 24 CFR Part 35, Requirements for Notification, Evaluation and Reduction of Lead-Based Paint Hazards in Federally Owned Residential Property and Housing Receiving Federal Assistance. There are two trained and licensed lead experts on City staff available to the complete the necessary risk assessments.

The City continues to consult, help and monitor its contractors on the issues and dangers of lead hazards in construction. New contractors are recruited and encouraged to become certified as Lead Supervisors and Lead Workers to enable them to carry out lead hazard reduction work throughout the community. The City requires all contractors working on federally funded projects which will involve the disturbance of painted surfaces identified as containing lead to be licensed as Lead Abatement Contractors and have properly trained and certified workers and supervisors.

Along with assisting contractors, City staff has kept up to date on the education and knowledge necessary to efficiently administer and monitor lead-based paint activities, including the recent changes in the regulations.

Throughout the current program year and going forward, the City will continue to collaborate with the State Lead and Healthy Homes Section on a case by case basis to make the lead-based paint abatement portion of housing rehabilitation projects more affordable for program participants. Other CDBG and/or HOME funded agencies have also undertaken similar collaborations with the Lead and Healthy Homes Section of the State of Michigan.

### Specific Housing Objectives

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1. *Describe the priorities and specific objectives the jurisdiction hopes to achieve during the next year.*

The housing priorities and specific objectives as delineated in the City's 2010-2014 Consolidated Plan were based on a quantitative analysis of the data provided by housing providers and the housing market analysis as well as the qualitative data received from the public through this project, the Comprehensive Housing Study, and the Analysis of Impediments.

#### Basis for Priority Decisions

Highest priority projects were established for all owner-occupied households in the 31-50% HUD-adjusted median family income (HAMFI) range as well as the elderly and frail elderly. These are the populations where it is believed that the City's shrinking entitlement funds can have the greatest impact. These are households where the cost of housing represents a significant burden and creates housing problems and a risk of falling into homelessness. Over 56% of homeowners below 50% of HAMFI experience housing problems; below 30% HAMFI, the percentage of homeowners with housing problems jumps to 73%, or nearly three out of every four. As this population attempts to move away from homelessness, an effort to alleviate a few of these housing problems can make a significant impact.

Medium priority was assigned to the households in the 0-30% HAMFI. The largest unmet need in the City is within this group. It has more total households than the 31-50% or 51-80% groups as well as a greater percentage with housing needs – nearly 75%. But these are needs that will not go away with one installment. This is a group that will require assistance on an annual basis. Therefore, the City cannot have a significant impact on them and expect to adequately serve the rest of the population. It also makes sense to work together in partnership with an entity or entities that can have more access to funding and more leveraging power, such as the Public Housing Commission in order to more effectively serve this group as well as the rest of the community. Therefore, this group has been designated as a medium priority for all subpopulations recognizing the need for support but understanding that such support will have to come with assistance from other partners.

Renters were also assigned medium priority as it is likely that many of the needs of the renters not already addressed will be tackled at least in part by the Battle Creek Housing Commission.

Although renter-occupied households have been given a medium priority, the City plans to address renter-occupied housing issues through code enforcement actions,

which would require the owners of such properties to maintain the units in compliance with Code Standards.

#### 2014-15 Strategies to Address Housing Needs

- Continue support and development of City's Code Enforcement Program.
- Continue collaboration with Battle Creek Housing Commission and other service providers in addressing housing issues, whenever possible.
- Provide rehabilitation and maintenance assistance to income-eligible homeowners, particularly in areas where old housing stock is present, so that they may be able to remain in their homes comfortably and continue to afford to live there without the structure deteriorating.
- Acquisition, demolition, and disposition of vacant and/or blighted structures and property to increase property values and decrease crime.
- Continue provision of services to promote home ownership, particularly in low-income and minority areas.
- Require housing minimum standards to ensure sustainable high quality homes and neighborhoods. Bring assisted housing units up to local code whenever feasible or as required for regulatory compliance.
- Invest in neighborhoods to increase community pride through road and infrastructure improvements, park and playground improvements, and blight remediation.
- Provide training and/or mentoring to assist homeowners, particularly first time owners, maintain their homes – both financially and physically.
- Promote Fair Housing values in an effort to create a greater variety of housing choices by type, quality, and location.

#### Note Regarding Abandoned / Boarded Housing:

The demolition of abandoned / boarded housing in the City of Battle Creek has had a significant impact on many residential neighborhoods. This activity is coordinated through the City's Code Compliance Division and will continue during this program year. Demolition activities have historically been funded by the City's general fund, however this year the City intends to add a CDBG funded demolition program. This program is in addition to what the City typically spends from the general fund, but will be more focused on spot blight removal in residential areas.

The City and the CCLBA have partnered to demolish over 350 blighted structures since 2010 using NSP1 and NSP2 funds, however more is needed. The City's most recent comprehensive housing study estimated a surplus of 2000 low-end housing units. This surplus is largely located in older neighborhoods; is characterized as run down, poorly

built, or as simply missing the modern amenities required to be competitive; and comprises the last-resort housing stock—not just for the city—but for the entire commuter-shed. It acts as a “glass ceiling” in Battle Creek neighborhoods, essentially limiting their capacity to compete with neighboring communities for Battle Creek workers.

The net effect for many Battle Creek residents is depressed home values, a hobbled market for private investment, worries about the further flight of wealth from the city, and a sense that they will get left behind unless they too decide to walk away. In the hardest hit neighborhoods it means concentrated poverty, blight, urban mining, crime, and zero chance for a viable housing market. For neighborhoods where the blight has been contained prospects are better, but marketability upgrades or even regular maintenance can still be cost prohibitive.

2. *Describe how Federal, State, and local public and private sector resources that are reasonably expected to be available will be used to address identified needs for the period covered by this Action Plan.*

Funds will be used to address priorities stated in the Plan within targeted areas as available. The concentration will be on rehabilitation of existing units as opposed to the construction of new units, maintenance of existing units, enforcement of current code standards, and blight removal in conjunction with other redevelopment activities.

The City Community Development Staff has recommended the distribution of resources to address the identified housing needs. The recommended use of entitlement funds are presented in Table 1 on pages 6 and 7, and described on the project description sheets in Appendix A. Projects identified in Table 1 are particularly geared toward addressing priority housing needs include the following:

- City of Battle Creek – General Administration (CDBG & HOME)
- City of Battle Creek – Code Compliance
- City of Battle Creek – Demolition
- City of Battle Creek – Housing Rehabilitation
- Community Action – Home Owner Rehabilitation
- Neighborhoods, Inc. – Acquisition / Development / Resale

### **City and community resources (Federal and non-Federal)**

See pages 19 for a list of Federal and non-Federal resources that are anticipated to be made available during the 2014-15 program year. These resources are estimated to total in excess of \$5 million.

### **Leveraging CDBG and HOME funds**



The City and the organizations funded for the 2014-15 program year anticipate that CDBG funds will leverage over \$250,000 in other funding sources and HOME funds will leverage approximately \$137,000.

## **Needs of Public Housing**

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- 1. Describe the manner in which the plan of the jurisdiction will help address the needs of public housing and activities it will undertake during the next year to encourage public housing residents to become more involved in management and participate in homeownership.*

The Battle Creek Housing Commission assists mostly extremely low income and very low-income households in its public housing units and mostly very low and low-income families with Section 8 Housing Choice vouchers. The homeownership program predominantly assists low-income households. According to Commission representatives, families interested in the homeownership program must earn at least \$18,000 per year and have full time employment. Many of the existing residents of the homeowner units were former public housing and/or Housing Choice voucher recipients. The opportunity for homeownership provided the needed incentive for these families.

The Battle Creek Housing Commission does not have a resident's council, but resident input is obtained annually prior to submission of Capital Fund Program grants through a Resident Advisory Board. Additionally, resident input is obtained during the preparation of the Commission's five-year plan required by HUD.

In PY 2014-15, the Housing Commission will continue to manage its 320 public housing units and administer its 755 Housing Choice Vouchers (665 in Battle Creek), for which there is an estimated waiting list of 772 families. Residents of public housing have similar needs of other low/moderate income residents and will have the same opportunities to take advantage of the services that are offered in the community.

- 2. If the public housing agency is designated as "troubled" by HUD or otherwise is performing poorly, the jurisdiction shall describe the manner in which it will provide financial or other assistance in improving its operations to remove such designation during the next year.*

The Battle Creek Housing Commission is not now nor has it ever been designated as a HUD troubled public housing agency.

## **Barriers to Affordable Housing**

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- 1. Describe the actions that will take place during the next year to remove barriers to affordable housing.*

The City completed a comprehensive housing study and updated its Analysis of Impediments to Fair Housing Choice in 2013. These studies identified and prioritized a number of barriers to affordable housing within the city. Themes from these studies include:

- The City has an oversupply of about 2,000 homestead properties. Much of this housing is located in older neighborhoods and is characterized as low-end and in poor condition.
- Many low-income families are forced to choose between neighborhoods with lower quality housing and fewer amenities and housing that is financially burdensome.
- Core neighborhoods of Battle Creek need to be strengthened and in-filled with housing that appeals to a variety of household types.
- Need to increase access to neighborhoods with high quality schools and amenities, including Westlake/Prairieview, Minges Brook/Riverside, and the Rural Southwest neighborhoods.
- Need to consider removing impediments in the Zoning Ordinance and other City Ordinances that limit infill housing, types of innovation that expand housing options beyond what currently exist, and mixed use.
- Need to find more and better ways to promote mixed-income development.
- Need to actively advance an environment of fairness, clarity, and awareness in housing transactions, including promoting accountability to fair housing principles amongst housing professionals through testing and education.

Efforts to build consensus around a strategic plan of action are on-going. The City has issued a request for proposals for fair housing services with an emphasis on fair housing testing (March, 2014). A number of smaller actions, like modifying evaluation criteria for CDBG and HOME grant applications and Payment-In-Lieu-Of-Taxes (PILOTs) requests to incentivize better targeting of resources are in the process of being implemented and will be in place at the beginning of the program year.

More substantial initiatives that are expected to progress through the 2014-15 program year include, but are not limited to:

- The City is attending the State's Redevelopment Ready program workshops and intends to submit an application for entry into the program. This represents a great opportunity to address barriers to multi-family mixed income development.
- The City in partnership with the State has begun a Placemaking initiative geared towards increasing housing choice in the downtown neighborhoods and along major corridors.

- The City will begin the process of updating its Master Plan in the 2014-15 program year. The barriers identified in the Analysis of Impediments and Comprehensive Housing Study are expected to be addressed during the process.

## **HOME/ American Dream Down Payment Initiative (ADDI)**

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1. *Describe other forms of investment not described in § 92.205(b).*
2. *If the participating jurisdiction (PJ) will use HOME or ADDI funds for homebuyers, it must state the guidelines for resale or recapture, as required in § 92.254 of the HOME rule.*
3. *If the PJ will use HOME funds to refinance existing debt secured by multifamily housing that is that is being rehabilitated with HOME funds, it must state its refinancing guidelines required under § 92.206(b). The guidelines shall describe the conditions under which the PJ will refinance existing debt. At a minimum these guidelines must:*
  - a. Demonstrate that rehabilitation is the primary eligible activity and ensure that this requirement is met by establishing a minimum level of rehabilitation per unit or a required ratio between rehabilitation and refinancing.*
  - b. Require a review of management practices to demonstrate that disinvestments in the property has not occurred; that the long-term needs of the project can be met; and that the feasibility of serving the targeted population over an extended affordability period can be demonstrated.*
  - c. State whether the new investment is being made to maintain current affordable units, create additional affordable units, or both.*
  - d. Specify the required period of affordability, whether it is the minimum 15 years or longer.*
  - e. Specify whether the investment of HOME funds may be jurisdiction-wide or limited to a specific geographic area, such as a neighborhood identified in a neighborhood revitalization strategy under 24 CFR 91.215(e)(2) or a Federally designated Empowerment Zone or Enterprise Community.*
  - f. State that HOME funds cannot be used to refinance multifamily loans made or insured by any federal program, including CDBG.*
4. *If the PJ is going to receive American Dream Down payment Initiative (ADDI) funds, please complete the following narratives:*
  - a. Describe the planned use of the ADDI funds.*
  - b. Describe the PJ's plan for conducting targeted outreach to residents and tenants of public housing and manufactured housing and to other families assisted by public housing agencies, for the purposes of ensuring that the ADDI funds are used to provide down payment assistance for such residents, tenants, and families.*
  - c. Describe the actions to be taken to ensure the suitability of families receiving ADDI funds to undertake and maintain homeownership, such as provision of housing counseling to homebuyers.*

The City will be funding HOME eligible activities as delineated in §92.205(b).

Battle Creek will not be using HOME funds to refinance existing debt secured by multifamily housing that will be rehabilitated by HOME funds.

Battle Creek has not received American Dream Down Payment Initiative (ADDI) funds.

Battle Creek may use HOME funds for homebuyer assistance and will adhere to the HOME Resale/Recapture Provisions.

Neighborhoods Inc.'s Affordable Homeownership, or Acquisition, Development, Resale (ADR) program involves the purchase, rehabilitation, and resale of dilapidated properties in the City. Neighborhoods Inc. will take a vacant property and rehabilitate it to meet local housing code. The difference between the purchase price, carrying costs, and rehabilitation costs and the sales (or appraised) price will be a development subsidy to Neighborhoods Inc. This is a Community Housing Development Organization (CHDO) eligible project.

Neighborhoods Inc. will receive funding for the above noted ADR program in the 2014-15 program year. The amount provided will represent about 40% of the City's total HOME funding and exceeds the HOME regulation requirement that a minimum of 15% of a Participating Jurisdiction's HOME funds must be committed to CHDO-eligible activities.

Community Action's Home Owner Rehabilitation program will provide housing rehabilitation funds to home owners up to \$20,000 per household and an additional \$15,000 to address lead-based paint hazard remediation. The home must be brought up to local housing code and meet the lead-based paint regulations. The assistance will take the form of either a grant or a deferred diminishing loan. The grant will only be made available to very-low income homeowners requiring no more than \$7,000 of assistance. All other income groups and higher levels of assistance will receive a deferred loan. The loan will be forgiven over a 5-10 year period, as applicable and will be secured by a recorded mortgage.

The City of Battle Creek will be responsible for monitoring compliance of all applicable federal regulations as they pertain to the HOME Investment Partnership Program. The monitoring of CHDOs and subrecipients will be conducted the same as was described in the CDBG section of this Plan. In addition, the monitoring will include review of HOME applicable regulations.

#### Resale/Recapture Provisions

The Federal HOME regulations require that a property purchased with HOME assistance remain affordable in accordance with 24 CFR 92.254(a)(4) of the HOME regulations:

<u>HOME Investment</u>	<u>Affordability Period</u>
\$1,000-\$14,999	5 years
\$15,000-\$40,000	10 years
\$40,000-maximum allowable	15 years

The regulations stipulate that the initial home buyer may sell the property during the term of affordability provided that 1) the initial homebuyer repays the HOME subsidy upon sale (the “recapture” option) or 2) the property is resold at a price which both ensures that the owner will receive a fair return on investment and ensures that the property will remain affordable to a reasonable range of low-and moderate-income buyers (the “resale” option).

### **Recapture**

The City of Battle Creek will utilize the recapture option in its homebuyer and homeowner rehabilitation programs, but reserves the right to utilize the resale option at its discretion. If the City, at its discretion, chooses to utilize the resale option, prior to such use the City will notify the HUD Field Office and provide specifics as to when the resale method will be applied.

For purposes of establishing the affordability period under the recapture option, the Home Investment will be based on the direct subsidy to the homebuyer. The direct subsidy includes the HOME Investment that enables the homebuyer to purchase the property. This includes down payment assistance, closing costs, or their HOME assistance provided directly to the homebuyer and/or difference between fair market value of the property and a reduced sale price.

Under the recapture option, the City of Battle Creek will require that the initial homebuyer repay the outstanding HOME subsidy at the time of resale. The HOME subsidy will be forgiven on a pro rata basis of 1/5 or 1/10 or 1/15 per year, as applicable. On a pro rata basis, the assistance will be fully forgiven after the term of affordability ends. The term of affordability will be ended at such time the HOME subsidy due, as a result of the sale of the property by the HOME assisted homebuyer, is repaid in whole to the City of Battle Creek. At no time will the amount subject to recapture exceed the amount of net proceeds from the sale of the property. The recapture provision will be enforced with a recorded lien on the property. Deed restrictions will also be utilized as needed and appropriate.

Under the resale option, the homebuyer may sell the property during the term of affordability provided that the following conditions are met:

- **Subsequent Purchaser:** The subsequent purchaser is a low- or moderate-income household that will use the property as their principal residence. Low- or moderate-income households are defined as households whose gross annual income does not exceed 80% of the area median income, adjusted for household size.
- **Sale Price:** The sale price of the property may not exceed the lesser of 1) the appraised value of the property at the time of sale or 2) a sale price that yields an affordable 97% mortgage. A mortgage is considered affordable if the monthly payment for principal, interest, taxes, and insurance (PITI) does not exceed 30% of the gross monthly income of a household with an income that is 80% of the

median income for the area, adjusted for household size. If necessary, the City of Battle Creek will invest additional HOME funds to assure that the subsequent mortgage is affordable as defined by the HOME program regulations.

- **Return on Investment:** The seller's return on investment (Fair return) will be limited by 1) the City of Battle Creek's fair return formula and 2) the area housing market value. Appreciation realized during the term of home ownership may be shared between the homeowner and the City of Battle Creek.

The fair return will equal the sum of 1) the amount of the homeowner's investment and the 2) the amount of the standardized appreciation value, less any investment by the City of Battle Creek that is required at the time of resale to enable the property to meet local housing code. The homeowner's investment is calculated by adding the down payment made by the homeowner during the period of ownership, and the value of the mortgage principal repaid by the homeowner during the period of ownership, and the value of any improvements installed at the expense of the homeowner. The standardized appreciation value will equal three percent (3%) of the original purchase price for each year the homeowner holds title to the property, calculated as one quarter percent (1/4%) per month.

The homeowner/seller will receive the full amount of the fair return only if sufficient sale proceeds remain after all outstanding debt (excluding repayable HOME contribution), closing costs, and housing code-required repairs are paid off. Any sale proceeds remaining after payment of outstanding debt, closing costs, housing code required repairs, fair return, and the HOME contribution will be shared fifty/fifty between the homeowner and the City of Battle Creek. If necessary, the City of Battle Creek will use its share for the purpose of reducing the monthly payment to an affordable level to the subsequent low- to moderate-income purchaser.

#### Match Requirements

In order to receive HOME Investment Partnership grant money, a local match must be made. The City may provide that match through below market interest rates charged for home ownership program properties, its donations of tax reverted properties used in the HOME program or for HOME-eligible activities, infrastructure improvements in HOME project areas, and through community-based nonprofit contributions to any HOME or HOME-eligible project.

#### Leveraging

The City of Battle Creek will continue to make every effort to maximize the City's HOME funds by using the funds to leverage additional public and private funds. It is anticipated that HOME funded activities will leverage an additional \$137,000, or more, from other funding sources in PY 2014-15.

## HOMELESS

### Specific Homeless Prevention Elements

1. *Sources of Funds — Identify the private and public resources that the jurisdiction expects to receive during the next year to address homeless needs and to prevent homelessness. These include the McKinney-Vento Homeless Assistance Act programs, other special federal, state and local and private funds targeted to homeless individuals and families with children, especially the chronically homeless, the HUD formula programs, and any publicly-owned land or property. Please describe, briefly, the jurisdiction's plan for the investment and use of funds directed toward homelessness.*

The City of Battle Creek expects to receive the following funds in 2014-15 to address homeless needs and prevent homelessness. These resources were also identified earlier and may not be exclusive as new resources may come available throughout the year:

**Table 7 – Homeless Resources**

Agency	Program	Funds
Battle Creek Housing Commission	Section 8 Housing Choice Vouchers	\$2,385,117
Battle Creek Housing Commission	Rent Subsidies	\$762,726
Greater Battle Creek Calhoun County Homeless Coalition (Continuum of Care - CoC)	Climbing the Ladder to Achieve Self-Sufficiency	\$104,000
Greater Battle Creek Calhoun County Homeless Coalition (CoC)	Homeless Housing Assistance Project	\$65,569
Greater Battle Creek Calhoun County Homeless Coalition (CoC)	Life Recovery Project	\$161,158
Greater Battle Creek Calhoun County Homeless Coalition (CoC)	Women and Families in New Life Program	\$81,537
Greater Battle Creek Calhoun County Homeless Coalition (CoC)	Local Match from above programs	\$101,000

2. *Homelessness — In a narrative, describe how the action plan will address the specific objectives of the Strategic Plan and, ultimately, the priority needs identified. Please also identify potential obstacles to completing these action steps.*

For both homeless individuals and homeless persons in families with children, the development of emergency shelter beds is a low priority, while the creation and retention of transitional and permanent housing units in the City and County is a high priority. The Continuum of Care is responsible for allocation of funding with respect to homeless programs.

The homeless and homeless prevention priority needs and information provided here were provided by the Homeless Coalition, the Continuum of Care for the City of Battle Creek and Calhoun County.

Based on guidance from HUD and MSHDA, the local priority is to create/retain transitional and permanent housing units for Calhoun County residents. It is a national goal to reduce the number of Emergency Shelter beds and, using a Rapid Re-Housing model, move homeless residents quickly from homelessness into permanent housing. There will continue to be a need to fund a number of shelter beds, but it is not recommended by the Homeless Coalition that any new shelter beds are created. Both transitional and permanent supportive housing programs operating under a Rapid Re-Housing model or a Prevention model are prioritized within the system. Additionally, programs with a prevention focus are also prioritized by the Homeless Coalition.

The following Strategic Planning Objectives have been identified by the Continuum of Care for the year 2014 through 2015:

### **Objective 1: Homeless Prevention**

For 2014, the CoC will continue to work with the Veterans Administration and the Veterans Affairs Supportive Housing (VASH) Vouchers in our area that are dedicated to serving the chronically homeless. The CoC will also assist with the identification and removal of barriers to accessing these services. Additionally, in accordance with our 10-year plan, the community will continue to align current and future funding to support the creation and maintenance of permanent supportive housing while remaining focused on increasing the amount and effectiveness of homeless prevention activities.

### **Objective 2: Shelter Services**

For 2014, the CoC will focus on the client dwelling of shelter services. It is the continued goal of the CoC to reduce the length of emergency shelter stays, to increase the number of persons that are discharged into stable housing, and to reduce the number of persons who return to shelter. CoC believes that this goal can be accomplished through continuous focus on increasing the number in stable permanent supportive housing within this community.

### **Objective 3: Subsidized Housing Services**

Once the client is housed through prevention or rapid housing homeless initiatives, the 2014 goal, and continued focus of the CoC is that clients will be capable successful in retaining their subsidized housing for more than six (6) months as set within HUD guidelines. In addition, the CoC will develop strategies to improve the self-sufficiency of such clients who are living within subsidized housing with the overall focus of housing stability and retention.

### **Objective 4: Case Management Services**



In order to monitor and effectively evaluate the improved self-sufficiency of its clients, CoC's 2014 goal, is to focus on the development of a documentation system that will provide the capabilities to record the progress of its clients by assessing his or her outcomes as established for evaluating homeless, at-risk, and single families through the use case management within housing plan frameworks.

### **Objective 5: Coordination of Services**

For 2014, CoC is focused on the continued improvement in communication, coordination, and collaborative efforts between its housing partners and with its mainstream and community services.

3. *Chronic homelessness—The jurisdiction must describe the specific planned action steps it will take over the next year aimed at eliminating chronic homelessness. Again, please identify barriers to achieving this.*

Eliminating chronic homelessness and providing more opportunities for transitional and permanent housing is a key priority of this plan and the Continuum of Care. The following Strategic Planning Objective was identified by the Continuum of Care specifically as it relates to chronically homeless individuals:

### **Objective 6: To continue to create new permanent housing beds for chronically homeless individuals.**

In 2014, the CoC will continue to work with the Veterans Administration and the awarded VASH Vouchers in our area. These VASH vouchers are dedicated to serving the chronically homeless. The CoC will continue to assist with the identification and removal of barriers that prevent the access these services. Additionally, in accordance with our 10-year plan, the community will continue to align current and future funding to support the creation and maintenance of permanent supportive housing beds for the chronically homeless.

The CoC will also continue to work with area providers to build organizational capacity to incorporate the utilization of the additional dollars available in our community for the purpose of creating permanent housing beds for the chronically homeless. This would include creating resources available to implement the Housing First model successfully throughout the community.

4. *Homelessness Prevention—The jurisdiction must describe its planned action steps over the next year to address the individual and families with children at imminent risk of becoming homeless.*

Two immediate and significant programs in place within the City to address individuals and families with children at imminent risk of becoming homeless are:

### Rapid Re-Housing Policy

The City has shifted from using the Housing First Model to prevent homelessness to a Rapid Re-Housing Model, which reduces the time people experience homelessness and prevents future homelessness.

Rapid Re-Housing as a philosophy and approach focuses on working with people who are experiencing homelessness to access and sustain permanent, affordable housing as quickly as possible with the premise that a wraparound model of social service delivery is more effective when people are in their own safe and stable housing. The Rapid Re-Housing approach has been shown to significantly reduce the time people experience homelessness and prevents future episodes of homelessness.

### Community-wide Eviction Prevention Collaborative

One of the goals from the Calhoun County 10 Year Plan to End Homelessness is to create a community wide eviction prevention strategy to reduce the number of people that become homeless. As a result of this, the Community Wide Eviction Prevention Collaborative was created as a proposed project to prevent families and individuals facing eviction from becoming homeless. The proposed project provides a joint clinic located at the Calhoun County Justice Center to help individuals and families facing evictions. The expected outcomes of the project are to:

- Prevent individuals, families, and youth from being homeless due to an eviction
- Connection individuals and families to case managers and other resources to assure self-sufficiency
- Increase likelihood that youth can stay in the same school by connecting families to resources at their schools.

*5. Discharge Coordination Policy—Explain planned activities to implement a cohesive, community-wide Discharge Coordination Policy, and how, in the coming year, the community will move toward such a policy.*

Battle Creek, through its partnership and collaboration with the various providers in the community, continues to work with appropriate local and state governments to ensure that a discharge policy for persons leaving publicly-funded institutions or systems of care has been developed and implemented, through the local Continuum of Care process, to prevent the discharge of persons that will immediately result in homelessness. Specifically, these will be implemented as follows:

### Foster Care

The Michigan Department of Human Services (DHS) has established and implemented formal protocols throughout its system to help prevent youth "aging out" of foster care from being discharged into homelessness. The "Youth in Transition Program" prepares

eligible foster-care teens for living independently and function as independent self-sufficient adults. Case planning for transition actually begins with all youth in foster care (aged 14-21) several years prior to their discharge, in accord with CFF 722-6 (Independent Living Preparation). A treatment plan and services agreement (RFF67 and RFF 69) – including attention to locating suitable living arrangements and assistance in moving in to housing (CFF 722-7) - must be completed for each individual prior to systems discharge. The location of suitable living arrangements and assistance in moving into housing is completed for each individual. Clients are typically discharged to independent living, return home, remain with foster parent, establish a guardianship, or live with a relative. In the extremely rare case where a youth is discharged into homelessness because all other efforts have failed, homeless youth services are made available to them. In such a case a referral would be made to the CoC's prevention and rapid re-housing program. The housing resource specialist would work with the DHS caseworker to find appropriate solutions for the youth.

### Health Care

There is no publicly funded statewide health care delivery system in Michigan. As such, discharge issues for persons leaving primary care must be addressed on a community-by-community basis with health care providers in each area. Battle Creek Health System (BCHS) is the largest acute care facility in Calhoun County. As a Ministry Organization within Trinity Health System, BCHS has a special interest in serving the underserved. Social Workers screen all patients to insure that no one is discharged without having a confirmed destination, dependent on the circumstances.

All discharges require the sharing of information, referrals, & any additional follow up as identified in the discharge screening and planning that begins immediately upon admission to BCHS. Follow up may consist of assistance with housing needs, mental illness issues, substance abuse/addiction concerns & debilitating medical conditions.

Additionally, the Michigan Primary Care Association (MPCA) works actively with Calhoun County's Federally Qualified Health Center (FQHC), The Family Health Center, and the Nursing Clinic health care providers to assure that housing issues are addressed as a function of discharge in our community. Local FQHC's providers have adopted protocols that assure that links to other resources required for the client to achieve successful re-entry - including housing are established through memoranda of understanding (MOU) prior to systems discharge.

Finally, the Calhoun County Health Plan and Battle Creek Nursing Clinic have merged to form the Community Care Connection. Within the Community Care Connection, the Calhoun County Health Plan provides insurance to low/moderate income individuals while the Nursing Clinic provides health care services to these individuals.

### Corrections

The Michigan Department of Corrections (MDOC) has fully implemented the Michigan Prisoner Reentry Initiative (MPRI) program which provides funding to local communities to address the housing and support service needs of returning offenders. In each community (geographic areas) a MPRI staff works with the CoC and other community members to assess their local assets, barriers and gaps relative to issues facing returning prisoners and then assists them in developing a Comprehensive Prisoner Reentry Plan based on that assessment. Each community's Comprehensive Plan includes an assessment of local housing issues and proposals for local solutions for housing assistance. Based on the Plan, Supplemental Funding provided to local communities through MPRI is then allocated to help bridge identified gaps and to achieve a seamless transition for former prisoners as they re-enter the community. Rent subsidy, move-in deposits and funding for limited-term transitional placements have been common elements funded in local plans. Parolees with substance abuse, mental and physical health disabilities or issues, and other hard-to-place returning prisoners are generally referred to appropriate transitional and treatment supports such as Calhoun County Correctional Facility Continuum of Care Substance Abuse Services. and additional aid is, if needed, provided through traditional housing services.

### **Emergency Shelter Grants (ESG)**

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The City of Battle Creek does not receive or administer any ESG funds.

## COMMUNITY DEVELOPMENT

### Community Development

1. Identify the jurisdiction's priority non-housing community development needs eligible for assistance by CDBG eligibility category specified in the Community Development Needs Table (formerly Table 2B), public facilities, public improvements, public services and economic development.
2. Identify specific long-term and short-term community development objectives (including economic development activities that create jobs), developed in accordance with the statutory goals described in section 24 CFR 91.1 and the primary objective of the CDBG program to provide decent housing and a suitable living environment and expand economic opportunities, principally for low- and moderate-income persons.

**Table 8: Priority Community Development Needs**

Priority Need	Priority Need Level
Acquisition of Real Property	L
Disposition	L
Clearance and Demolition	H
Clearance of Contaminated Sites	L
Code Enforcement	H
Public Facility (General)	M
Senior Centers	M
Handicapped Centers	L
Homeless Facilities	H
Youth Centers	M
Neighborhood Facilities	M
Child Care Centers	H
Health Facilities	M
Mental Health Facilities	L
Parks and/or Recreation Facilities	M
Parking Facilities	L
Tree Planting	L
Fire Stations/Equipment	M
Abused/Neglected Children Facilities	L
Asbestos Removal	L
Non-Residential Historic Preservation	L
Other Public Facility Needs	L
Infrastructure (General)	L
Water/Sewer Improvements	L
Street Improvements	H
Sidewalks	H
Solid Waste Disposal Improvements	L
Flood Drainage Improvements	L
Other Infrastructure	M

Priority Need	Priority Need Level
Public Services (General)	H
Senior Services	M
Handicapped Services	L
Legal Services	H
Youth Services	H
Child Care Services	M
Transportation Services	H
Substance Abuse Services	M
Employment/Training Services	M
Health Services	H
Lead Hazard Screening	M
Crime Awareness	H
Fair Housing Activities	M
Tenant Landlord Counseling	M
Other Services (Adult Education / Bilingual Services)	H
Economic Development (General)	H
C/I Land Acquisition/Disposition	M
C/I Infrastructure Development	M
C/I Building Acq/Const/Rehab	M
Other C/I	M
ED Assistance to For-Profit	L
ED Technical Assistance	M
Micro-enterprise Assistance	H
Other (Job Creation)	H

### Prioritized Community Needs

Although they are not directly housing related and do not result in additional housing units, community and economic development activities do satisfy the statutory goals outlined in the beginning of this Plan by providing a more suitable living environment for the residents. Better roads, places to shop, job creation and retention, and neighborhood pride can all lead to a more suitable living environment.

Table 8 lists many community development needs and their priority in the community. Additional information on the priorities of the City is available in the public input results, which is included in Appendix C of the 2010-14 Consolidated Plan. During the public input meetings held at the start of the Consolidated Planning process, community development was a popular topic. Community Development related issues were rated highly as concerns and priority issues, as shown in the summary of the meetings.

Priority levels identified in the table were assigned based on the results of the public input process and the input that was received from the community throughout the Consolidated Plan's development, consideration of the City's priorities and overall goals and objectives, review of the goals from the City's Master Plan, and an understanding of the most appropriate and effective use of the provided funds.

However, while they may have been identified as high priority items during the public input sessions and they may be identified as high priorities in the Consolidated Plan, the ability to implement these projects through entitlement funds in the City is limited by the level of funding. Thus, many of these projects are going to have to be financed through alternative sources other than entitlement funds if they are to be accomplished.

Through the process of creating the 2014-15 Annual Action Plan, priority needs were identified and funding recommendations have been made in an effort to address those needs. Results and accomplishments of CDBG and HOME funded programs and activities are reported annually in the Consolidated Annual Performance Evaluation Report (CAPER).

### Code Enforcement

Due to rising concerns about vacant and abandoned homes and the rising level of blight in the community, code enforcement was identified as perhaps the most important application of entitlement funds in the City of Battle Creek, particularly in the core neighborhoods of the City. Through the efforts of its Code Compliance and through the use of NSP1 and NSP2 funding, the City is working to clean and maintain the City's core neighborhoods and provide suitable living environments for the residents of the community. Across all of the focus group sessions and the various stakeholders involved in this project, enforcing codes to eliminate blight, clean up neighborhoods, and address tenant concerns were all significant issues.

In 2014-15, the City of Battle Creek's Neighborhood Code Compliance Division will provide code enforcement services to low-moderate income areas in the City. These areas have a total population of 26,660, 65% of whom (17,216) are low/moderate income.

### Public Facilities

Public facility improvements identified through the public input process include improvements and/or expansion of community facilities such as homeless facilities, child care centers, senior centers, and other facilities to aid neighborhood improvements. It also includes support of the various homeless shelters and facilities, maintenance and improvement of the City's parks and recreation facilities and programs, ADA (Americans with Disabilities Act) modifications to public buildings and facilities, and enhancement of the City's public transit system.

While many of these issues were identified as concerns, the limited financial resources suggest that development or major renovation of several public facilities in the immediate future is not likely.

### Infrastructure

Infrastructure issues were identified in several of the public input sessions, particularly in the neighborhood meetings. Neighborhood-specific infrastructure issues were also identified. Based on this input, infrastructure priorities include maintenance and repaving of streets, sidewalk repair, and general neighborhood cleanup and beautification in low and moderate income (LMI) areas in the City.

With this input and with the City's commitment to continue to fund street improvements and sidewalk repairs, these items in particular were identified as high priorities.

In 2014-15, street reconstruction will take place in the North Central Neighborhood. Manchester Street from Hubbard Street to Kendall Street will be reconstructed. This work will include the complete reconstruction of the bituminous surface, all concrete sidewalks, curbs and gutters. This work will take place in an area that is 64% low to moderate income.

### Public Service Needs

The City of Battle Creek has consistently allocated its entire 15% CDBG limit to public service projects due to the demand for these services. Prompted by reductions in CDBG funding levels, the City Commission provided direction to limit public service funding for the 2012-13 program year to \$100,000 and to eliminate public service funding in 2013-14 in order to apply CDBG funds to the City's core activities of street reconstructions, code compliance and housing rehabilitation. No public service projects are being funded in 2014-15.

## Economic Development

Economic development is a top priority for the City of Battle Creek and was strongly identified throughout the Consolidated Plan public input process and repeated during the Annual Action Plan Consolidated Planning Workshop sessions. Facing rising unemployment, job losses, and commercial flight, programs that promote job growth, support business development, or otherwise assist employers or employees are vital to the survival of these neighborhoods and the City.

The economic development strategy for the Consolidated Plan is two-fold. First, it is based on the individual. The City will support job-training programs, job coaching, employment search assistance, self-employment training, and other programs to assist employable people find jobs. It will encourage public transit expansion to job centers in the County. Finally, the City shall encourage industrial and commercial growth through incentives, loans, retention, and leveraging of additional funding in order to create additional jobs and opportunities for citizens.

The second part of the strategy is based on employment opportunities. Both the State and the region have suffered job losses in the last five to ten years. A significant part of creating suitable living environments and expanding economic opportunities for the City's residents is providing opportunities for them to make a decent living. This includes both recruitment of new businesses to the community, development and expansion of existing businesses, and training and assistance to new businesses and entrepreneurs.

Although the Section 108 Loan program is an available resource to be used for economic development activities, the City has not utilized these resources in the past several years. The City may consider the use of Section 108 loan guarantees at some point in the future should the opportunity present itself and would represent a prudent use of current and anticipated future CDBG funding.

In 2014-15, CDBG funds will be used to provide staffing for the administration of the CDBG programs within the City as well as to manage the Community Development Department. Assisting with economic development activities – in the City's downtown and low/moderate income neighborhoods – is a part of these functions.



## Antipoverty Strategy

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1. *Describe the actions that will take place during the next year to reduce the number of poverty level families.*

The City acknowledges the need to address poverty throughout the community. The City considers the use of CDBG and HOME funds as a primary resource and the basis for the City's antipoverty strategy.

CDBG and HOME funded programs serve as the cornerstone of the City's efforts to address community development needs, including poverty. Existing programs and projects that have received funding and/or support that address both the causes and symptoms of poverty, include the following:

- Housing rehabilitation for low to moderate-income individuals unable to secure financing to address health, safety, comfort and will being issues in their homes.
- Lead based paint abatement and remediation, within local housing rehabilitation programs, to address child lead poisoning, which can affect future employment and earnings capabilities.
- Street sidewalk improvements to enhance neighborhoods and increase property values, while raising the pride of residents as well as encouraging the introduction of economic development into distressed and impoverished areas.
- Health resources provided by the Nursing Clinic and the Family Health Center to address preventative and existing health care needs of low and moderate-income individuals.
- Youth services and care are provided by The Advocates, Community Action, and Battle Creek Public Schools, providing role models for children and allowing parents to secure and keep employment.
- The caseworker at the Haven, the local homeless shelter, works with individuals striving to become independent tax paying citizens. With the addition to the Haven of a new family transitional housing facility, families in need will receive needed services and assistance as a family unit rather than being separated and sent to different facilities.
- Legal Services provides free legal aid, support, and advice to low income persons. The Fair Housing Center will provide education to low and moderate income persons and conduct fair housing enforcement activities.
- Supporting organizations which provide financial assistance to households for emergency housing and address needs brought about by foreclosures, evictions and utility shut-offs.

- Providing financial support to local housing providers offering counseling and education on home maintenance, credit repair/improvement; budgeting, and other related activities.
- Providing support to local non-profit organizations offering programs to purchase and/or rehabilitate properties to be occupied by low/moderate income households either as sale or rental housing with the objective of reducing the amount of income a household must commit to housing related expenses.
- Providing home ownership assistance programs (including down payment and closing cost assistance) in order to promote home ownership and the build-up of equity.
- Providing support to human service providers conducting non-housing activities directly assisting low and moderate-income persons.
- Continue to pursue leveraging opportunities directed at the economic development of lower income households.

In prior years, job training efforts had been an on-going gap in services. Recently, however, providers such as the Foundation for Behavioral Resources, the Woman's Co-op and Goodwill Industries have stepped up to address this need. There continues to be a gap in funding for agencies like these and an ever growing need.

## NON-HOMELESS SPECIAL NEEDS HOUSING

### **Non-homeless Special Needs (91.220 (c) and (e))**

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1. *Describe the priorities and specific objectives the jurisdiction hopes to achieve for the period covered by the Action Plan.*

The City of Battle Creek has identified the housing needs for the elderly and frail elderly as high priorities due to the growth in this population and the high number of housing problems largely due to cost burden. Medium priority housing needs were assigned to persons with severe mental illness, physical disability, developmental disability, alcohol/drug abuse, and victims of domestic violence. The housing needs of HIV/AIDS patients were assigned a low priority due to the low demand.

For supportive services, the City assigned a high priority to persons with severe mental illness, persons with alcohol/other drug addictions, and victims of domestic violence. The basis for these assignments were due to the high numbers of these populations, the demand for these services, and the risks these needs pose to homelessness. Medium priority for supportive services were assigned to the elderly, frail elderly, developmentally disabled, and physically disabled. Low priorities were assigned to persons with HIV/AIDS and Other due to the low demand for service.

The objectives for addressing special needs populations are included the Plan Objectives and Outcomes list on page 8 and are described on the project sheets in Appendix A.

#### **Persons with Addictions**

Services to people with addictions continues to be identified during the Citizen Participation process as a need. City staff will continue to work with community groups to find ways to meet this need. Among those agencies which the City hopes will offer services are: the Department of Veterans Affairs, Summit Pointe, Battle Creek Health Systems, The Haven, Substance Abuse Council, and the SHARE Center.

#### **Persons with HIV/AIDS**

The need for services, including housing for persons with HIV/AIDS, is currently being met in the community through its regular housing stock. There is no immediate need for special housing for this population, although the City will continue to have conversations with the Calhoun County Health Department and others within the community in order to keep informed if this need increases. Support services for this population are currently being provided through Hospice, the VA Medical Center, CARES, and family members.

2. *Describe how Federal, State, and local public and private sector resources that are reasonably expected to be available will be used to address identified needs for the period covered by this Action Plan.*

Funds will be used to address priorities stated in the Plan within targeted areas as available. A primary use of funds will be concentrated on addressing the stated objectives and addressing gaps in service and provider efficiency.

In 2014-15 Battle Creek will have available approximately \$5 million of Federal, State and Local funds. A good majority of those funds will be funding programs and services available to the City's non-homeless special needs populations.

### **HOUSING OPPORTUNITIES FOR PEOPLE WITH AIDS**

The City of Battle Creek does not receive any HOPWA funding.

The Calhoun County Public Health Department provides services to persons with sexually transmitted diseases as well as education and programming throughout the County in an effort to reduce the number of these easily preventable diseases.

### **SPECIFIC HOPWA OBJECTIVES**

Not Applicable. The City of Battle Creek does not receive any HOPWA funds.

## Other Narrative

*Include any Action Plan information that was not covered by a narrative in any other section.*

### **MINORITY OUTREACH**

The City's Planning and Community Development Department works within the City's Purchasing Department's requirements for procurement of goods and services, including grants and activities funded through the CDBG and HOME programs. The City's Purchasing Department strives to ensure inclusion, to the maximum extent possible, of minorities and women, and entities owned by minorities and women. Such entities include, without limitation, real estate firms, construction firms, appraisal firms, management firms, financial institutions, investment banking firms, underwriters, accountants, and providers of legal services. Inclusion of minorities and women is considered in all contracts entered into by the City with such persons or entities, public and private, in order to facilitate the activities of the participating jurisdiction to provide affordable housing under the CDBG and HOME Investment Partnership programs or any other applicable Federal housing law.

### **FAIR HOUSING**

In 2013, the City of Battle Creek contracted with McKenna and Associates to complete an Analysis of Impediments (AI) to Fair Housing Choice in Battle Creek. Though there is not a regulatory requirement to hold a public hearing, the City did provide an opportunity for the public to offer comment on the findings as well as provide input about next steps.

To that end, a 17 day comment period on the AI commenced on October 15, 2013 and concluded on October 31, 2013. A public workshop that included a presentation of findings and recommendations as well as a period for discussion was conducted on October 24, 2013 in the City Commission Chambers.

Input gathered at this meeting was helpful for determining how best to proceed addressing the impediments identified in the report. For example there was consensus that a number of recommendations could be acted on fairly quickly, including action items like procuring services for fair housing testing, and process modifications like changing how grant applications and Payment-In-Lieu-Of-Taxes (PILOT) requests are evaluated to better support the values of integrated neighborhoods, expanded housing choice and mixed-income development.

There was also agreement that recommendations addressing systemic issues were going to require additional strategic planning. An interdepartmental team made up of representatives from the departments of Community Development, Planning, Code Compliance, and Inspections was created to create a logic model using the AI

recommendations. Outside stakeholder agencies were brought in for small group meetings to review the teams work and suggest changes.

It is expected that the development of the Fair Housing strategic plan will progress along the following timeline:

MARCH	Finalized version of the logic model
APRIL	Strategy developed for publicizing the Fair Housing Plan City Commission engagement/consensus building
MAY	City Commission adoption of Fair Housing Plan Goals and “to do” list created for 2014-15 program year

The City’s updated AI can be viewed at:

[http://www.battlecreekmi.gov/City\\_Government/Departments/Community\\_Development/Additional\\_Reports.htm](http://www.battlecreekmi.gov/City_Government/Departments/Community_Development/Additional_Reports.htm)

The City maintains a Fair Housing Notebook and Log containing a history of the actions and activities provided by the Fair Housing Center and paid for by the City of Battle Creek. These actions and activities have included:

- The distribution of Fair Housing Brochures
- The distribution of Fair Housing Newsletters
- Education classes conducted
- Fair housing cases opened
- Number of Fair Housing Conference attendees paid for with City funds.
- The number of hours worked on addressing fair housing choice impediments identified in the City’s most recent Analysis of Impediments to Fair Housing Choice.

The City has issued an RFP for Fair Housing Services with an emphasis on Fair Housing testing and education. The contract is expected to begin on April 1, 2014.

Fair housing issues are also addressed by Legal Services of South Central Michigan. Legal Services of South Central Michigan provides legal advice and representation to low- to moderate-income Battle Creek residents and has been a recipient of CDBG funds in prior years.

Other organizations that assist in providing services related to fair housing include the Haven, S.A.F.E. Place and the Salvation Army.

## Appendices

Appendix A – Completion Goals (3B) / Summary of Goals (3A) / Proposed  
2014-15 Project Summary Sheets (3C)

Appendix B – Certifications

Appendix C – Notices, Public Hearings and Resolutions

# **Appendix A –**

**Completion Goals (3B)**

**Summary of Goals (3A)**

**Proposed 2014-15 Project Summary Sheets (3C)**



City of Battle Creek  
2014-15 Summary of Specific Annual Objectives / Goals (Table 3A)

	2010			2011			2012			2013			2014			Cumulative*		
<b>Decent Housing</b>	Goal	Actual	%	Goal	Actual	%	Goal	Actual	%	Goal	Actual	%	Goal	Actual	%	Goal	Actual	%
# of Homes / Families receiving housing rehabilitation assistance	45	37	82%	39	36	92%	27	48	178%	44			64					
# of New housing units created for LMI purchasers	1	0	0%	1	5	500%	1	1	100%	1			2					
<b>TOTALS</b>	<b>46</b>	<b>37</b>	<b>80%</b>	<b>40</b>	<b>41</b>	<b>103%</b>	<b>28</b>	<b>49</b>	<b>175%</b>	<b>45</b>			<b>66</b>					

	2010			2011			2012			2013			2014			Cumulative*		
<b>Suitable Living Environment</b>	Goal	Actual	%	Goal	Actual	%	Goal	Actual	%	Goal	Actual	%	Goal	Actual	%	Goal	Actual	%
# of persons in LMI areas benefiting from Code Compliance activities	26,660	26,660	100%	26,660	26,660	100%	26,660	26,660	100%	26,660			26,660					
# of persons in LMI areas benefiting from Street Improvement activities	1,695	1,695	100%	1,027	1,027	100%	-	-	-	1,656			867					
# of persons in LMI areas benefitting from Demolition Activities	-	-	-	-	-	-	-	-	-	-			1,200					
# of individuals benefiting from Public Service activities	3,401	4,154	122%	2,337	3,213	137%	2,920	3,657	125%	-			-					
<b>TOTALS</b>	<b>31,756</b>	<b>32,509</b>	<b>102%</b>	<b>30,024</b>	<b>30,900</b>	<b>103%</b>	<b>29,580</b>	<b>30,317</b>	<b>102%</b>	<b>28,316</b>			<b>28,727</b>					

	2010			2011			2012			2013			2014			Cumulative*		
<b>Expanding Economic Opportunities</b>	Goal	Actual	%	Goal	Actual	%	Goal	Actual	%	Goal	Actual	%	Goal	Actual	%	Goal	Actual	%

\* Cumulative Results are Reported at Year-end in the Consolidated Annual Performance Evaluation Report (CAPER)

**TABLE 3B ANNUAL HOUSING COMPLETION GOALS**

ANNUAL AFFORDABLE RENTAL HOUSING GOALS (SEC. 215)	Annual Expected Number Completed	Resources used during the period			
		CDBG	HOME	ESG	HOPWA
Acquisition of existing units		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Production of new units		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Rehabilitation of existing units		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Rental Assistance		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<b>Total Sec. 215 Rental Goals</b>		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
ANNUAL AFFORDABLE OWNER HOUSING GOALS (SEC. 215)					
Acquisition of existing units	2	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Production of new units		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Rehabilitation of existing units	66	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Homebuyer Assistance	2	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<b>Total Sec. 215 Owner Goals</b>	66	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
ANNUAL AFFORDABLE HOUSING GOALS (SEC. 215)					
Homeless		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Non-Homeless		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Special Needs		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<b>Total Sec. 215 Affordable Housing</b>		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
ANNUAL HOUSING GOALS					
Annual Rental Housing Goal		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Annual Owner Housing Goal	66	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<b>Total Annual Housing Goal</b>	66	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

For the purpose of identification of annual goals, an assisted household is one that will receive benefits through the investment of Federal funds, either alone or in conjunction with the investment of other public or private funds.

<b>Project Name:</b>		General Planning and Administration										
<b>Description:</b>		<b>IDIS Project #:</b>		1 (2014)		<b>UOG Code:</b>		MI260432 BATTLE CREEK				
Provide necessary staffing to develop, implement and monitor the overall performance of all Community Development Block Grant programs within the City.												
<b>Location:</b>		<b>Priority Need Category</b>										
Activities will be within the City. Offices are located at City Hall, Room 320, 10 North Division Street, Battle Creek, MI		<b>Select one:</b>		<div>Planning/Administration ▼</div>								
		<b>Explanation:</b>										
<b>Expected Completion Date:</b>		Community Development Staff will administer the City's 2014-2015 CDBG program adhering to program policies and regulations, provide technical assistance to subrecipients and monitor activities. National Objective Code: N/A										
6/30/2015												
Objective Category		<b>Specific Objectives</b>										
<input type="radio"/> Decent Housing <input type="radio"/> Suitable Living Environment <input type="radio"/> Economic Opportunity												
Outcome Categories <input type="checkbox"/> Availability/Accessibility <input type="checkbox"/> Affordability <input type="checkbox"/> Sustainability		1		Improve the services for low/mod income persons ▼								
		2		▼								
		3		▼								
<b>Project-level Accomplishments</b>	Other ▼		<b>Proposed</b>				Accompl. Type: ▼		<b>Proposed</b>			
	Admin. Only		<b>Underway</b>						<b>Underway</b>			
			<b>Complete</b>						<b>Complete</b>			
	Accompl. Type: ▼		<b>Proposed</b>				Accompl. Type: ▼		<b>Proposed</b>			
			<b>Underway</b>						<b>Underway</b>			
			<b>Complete</b>						<b>Complete</b>			
	Accompl. Type: ▼		<b>Proposed</b>				Accompl. Type: ▼		<b>Proposed</b>			
			<b>Underway</b>						<b>Underway</b>			
			<b>Complete</b>						<b>Complete</b>			
	<b>Proposed Outcome</b>		<b>Performance Measure</b>				<b>Actual Outcome</b>					
	Administrative compliance with CDBG regulations		Funded programs meet identified community needs									
	21A General Program Administration 570.206 ▼				Matrix Codes ▼							
Matrix Codes ▼				Matrix Codes ▼								
Matrix Codes ▼				Matrix Codes ▼								
CDBG ▼		<b>Proposed Amt.</b>		98,597		Fund Source: ▼		<b>Proposed Amt.</b>				
		<b>Actual Amount</b>						<b>Actual Amount</b>				
Fund Source: ▼		<b>Proposed Amt.</b>				Fund Source: ▼		<b>Proposed Amt.</b>				
		<b>Actual Amount</b>						<b>Actual Amount</b>				
Other ▼		<b>Proposed Units</b>				Accompl. Type: ▼		<b>Proposed Units</b>				
		<b>Actual Units</b>						<b>Actual Units</b>				
Accompl. Type: ▼		<b>Proposed Units</b>				Accompl. Type: ▼		<b>Proposed Units</b>				
		<b>Actual Units</b>						<b>Actual Units</b>				

<b>Project Name:</b>		<b>Neighborhood Planning Administration</b>																																																																														
<b>Description:</b>		<b>IDIS Project #:</b>		2 (2014)		<b>UOG Code:</b>		MI260432 BATTLE CREEK																																																																								
Provide the necessary management to conduct specific studies related to the overall program design of the comprehensive planning process and the development of the Consolidated Plan, involving Neighborhood Planning Councils, civic organizations, individuals, and other boards, commissions and committees.																																																																																
<b>Location:</b>				<b>Priority Need Category</b>																																																																												
City wide.				<b>Select one:</b>		<div>Planning/Administration ▼</div>																																																																										
						<b>Explanation:</b>																																																																										
<b>Expected Completion Date:</b>				The City has an established neighborhood planning network, providing meaningful input to the City regarding services, programs and policies. The Neighborhood Planning component of CDBG allows continuation of this effort to obtain resident input on local and HUD planning documents. National Objective Code: N/A																																																																												
6/30/2015																																																																																
<b>Objective Category</b> <input type="radio"/> Decent Housing <input type="radio"/> Suitable Living Environment <input type="radio"/> Economic Opportunity																																																																																
<b>Outcome Categories</b> <input type="checkbox"/> Availability/Accessibility <input type="checkbox"/> Affordability <input type="checkbox"/> Sustainability				<b>Specific Objectives</b>																																																																												
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				2		▼																																																																										
				3		▼																																																																										
<b>Project-level Accomplishments</b>	Other ▼		<b>Proposed</b>						<b>Accompl. Type:</b> ▼		<b>Proposed</b>																																																																					
	Admin Only.		<b>Underway</b>								<b>Underway</b>																																																																					
			<b>Complete</b>				<b>Complete</b>																																																																									
	Accompl. Type: ▼		<b>Proposed</b>						Accompl. Type: ▼		<b>Proposed</b>																																																																					
			<b>Underway</b>								<b>Underway</b>																																																																					
			<b>Complete</b>				<b>Complete</b>																																																																									
	Accompl. Type: ▼		<b>Proposed</b>						Accompl. Type: ▼		<b>Proposed</b>																																																																					
			<b>Underway</b>								<b>Underway</b>																																																																					
			<b>Complete</b>				<b>Complete</b>																																																																									
	<table border="1"> <thead> <tr> <th colspan="4">Proposed Outcome</th> <th colspan="4">Performance Measure</th> <th colspan="4">Actual Outcome</th> </tr> </thead> <tbody> <tr> <td colspan="4">Preparation of the 2014-15 AAP and other efforts.</td> <td colspan="4">Completed AAP and citizen engagement</td> <td colspan="4"></td> </tr> <tr> <td colspan="8">20 Planning 570.205 ▼</td> <td colspan="6">Matrix Codes ▼</td> </tr> <tr> <td colspan="8">Matrix Codes ▼</td> <td colspan="6">Matrix Codes ▼</td> </tr> <tr> <td colspan="8">Matrix Codes ▼</td> <td colspan="6">Matrix Codes ▼</td> </tr> </tbody> </table>														Proposed Outcome				Performance Measure				Actual Outcome				Preparation of the 2014-15 AAP and other efforts.				Completed AAP and citizen engagement								20 Planning 570.205 ▼								Matrix Codes ▼						Matrix Codes ▼								Matrix Codes ▼						Matrix Codes ▼								Matrix Codes ▼					
	Proposed Outcome				Performance Measure				Actual Outcome																																																																							
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20 Planning 570.205 ▼								Matrix Codes ▼																																																																								
Matrix Codes ▼								Matrix Codes ▼																																																																								
Matrix Codes ▼								Matrix Codes ▼																																																																								
CDBG ▼		<b>Proposed Amt.</b>		134,547				Fund Source: ▼		<b>Proposed Amt.</b>																																																																						
		<b>Actual Amount</b>								<b>Actual Amount</b>																																																																						
Fund Source: ▼		<b>Proposed Amt.</b>						Fund Source: ▼		<b>Proposed Amt.</b>																																																																						
		<b>Actual Amount</b>								<b>Actual Amount</b>																																																																						
Other ▼		<b>Proposed Units</b>						Accompl. Type: ▼		<b>Proposed Units</b>																																																																						
		<b>Actual Units</b>								<b>Actual Units</b>																																																																						
Accompl. Type: ▼		<b>Proposed Units</b>						Accompl. Type: ▼		<b>Proposed Units</b>																																																																						
		<b>Actual Units</b>								<b>Actual Units</b>																																																																						

<b>Project Name:</b>	Code Enforcement						
<b>Description:</b>	<b>IDIS Project #:</b>	3 (2014)	<b>UOG Code:</b>	MI260432 BATTLE CREEK			
Provide staffing for the City's Neighborhood Code Compliance Division.							
<b>Location:</b>	<b>Priority Need Category</b>						
City wide.	<b>Select one:</b>	Planning/Administration ▼					
<b>Expected Completion Date:</b>	<b>Explanation:</b>						
6/30/2015	Carry out code enforcement in LMI areas of the City to complement other Community Development activities. This activity will serve to arrest the decline in areas due to code violations, abandoned inoperable vehicles, citizen complaints regarding refuse and weed control and housing code violations. 65% of citizens residing in these areas are LMI. National Objective Code: LMA						
<b>Objective Category</b>	<b>Specific Objectives</b>						
<input type="radio"/> Decent Housing <input checked="" type="radio"/> Suitable Living Environment <input type="radio"/> Economic Opportunity	1	Improve the quality of affordable rental housing ▼					
	2	Improve the quality of owner housing ▼					
	3	▼					
<b>Outcome Categories</b>							
<input type="checkbox"/> Availability/Accessibility							
<input type="checkbox"/> Affordability							
<input checked="" type="checkbox"/> Sustainability							
<b>Project-level Accomplishments</b>	01 People ▼	Proposed	26,660		Accompl. Type: ▼	Proposed	
	Area Benefit	Underway				Underway	
		Complete				Complete	
	Accompl. Type: ▼	Proposed			Accompl. Type: ▼	Proposed	
		Underway				Underway	
		Complete				Complete	
	Accompl. Type: ▼	Proposed			Accompl. Type: ▼	Proposed	
		Underway				Underway	
		Complete				Complete	
<b>Proposed Outcome</b>		<b>Performance Measure</b>		<b>Actual Outcome</b>			
Obj: Suitable living env. Outcome: Sustainability		Number of LMI residents benefitting from the activity					
15 Code Enforcement 570.202(c) ▼			Matrix Codes ▼				
Matrix Codes ▼			Matrix Codes ▼				
Matrix Codes ▼			Matrix Codes ▼				
CDBG ▼	Proposed Amt.	422,401		Fund Source: ▼	Proposed Amt.		
	Actual Amount				Actual Amount		
Fund Source: ▼	Proposed Amt.			Fund Source: ▼	Proposed Amt.		
	Actual Amount				Actual Amount		
01 People ▼	Proposed Units	26,660		Accompl. Type: ▼	Proposed Units		
	Actual Units				Actual Units		
Accompl. Type: ▼	Proposed Units			Accompl. Type: ▼	Proposed Units		
	Actual Units				Actual Units		

<b>Project Name:</b>		Housing Rehabilitation Administration										
<b>Description:</b>		<b>IDIS Project #:</b>		Project 4 (2014)		<b>UOG Code:</b>		MI260432 BATTLE CREEK				
Provide staffing to carry out rehabilitation programs to undertake marketing, loan intake, processing, property inspections, cost estimating, contractor procurement, progress and final inspections, contractor pay requests, processing change orders and providing lead risk assessments and lead clearance when applicable.												
<b>Location:</b>		<b>Priority Need Category</b>										
City wide.		<b>Select one:</b>		Planning/Administration ▼								
<b>Expected Completion Date:</b>		<b>Explanation:</b>										
6/30/2015		Required staffing and professional services to carry out the City's housing rehabilitation programs to assist LMI households throughout the community. National										
<b>Objective Category</b>		<b>Objective:</b> N/A										
<input type="radio"/> Decent Housing <input type="radio"/> Suitable Living Environment <input type="radio"/> Economic Opportunity		<b>Specific Objectives</b>										
Outcome Categories		<div> <input checked="" type="checkbox"/> Availability/Accessibility  <input type="checkbox"/> Affordability  <input type="checkbox"/> Sustainability         </div>										
		<div> <div>1</div> <div>Increase the availability of affordable owner housing ▼</div> </div>										
		<div> <div>2</div> <div>Improve the quality of owner housing ▼</div> </div>										
		<div> <div>3</div> <div>▼</div> </div>										
<b>Project-level Accomplishments</b>	Other ▼	<b>Proposed</b>				<b>Accompl. Type:</b> ▼		<b>Proposed</b>				
	Admin Only.	<b>Underway</b>						<b>Underway</b>				
		<b>Complete</b>						<b>Complete</b>				
	Accompl. Type: ▼	<b>Proposed</b>				<b>Accompl. Type:</b> ▼		<b>Proposed</b>				
		<b>Underway</b>						<b>Underway</b>				
		<b>Complete</b>						<b>Complete</b>				
	Accompl. Type: ▼	<b>Proposed</b>				<b>Accompl. Type:</b> ▼		<b>Proposed</b>				
		<b>Underway</b>						<b>Underway</b>				
		<b>Complete</b>						<b>Complete</b>				
	<b>Proposed Outcome</b>		<b>Performance Measure</b>				<b>Actual Outcome</b>					
	Efficient administration of housing rehab programs		Number of households served as reported under project #5									
	14H Rehabilitation Administration 570.202 ▼				Matrix Codes ▼							
Matrix Codes ▼				Matrix Codes ▼								
Matrix Codes ▼				Matrix Codes ▼								
	Other ▼	<b>Proposed Amt.</b>		82,000		<b>Fund Source:</b> ▼		<b>Proposed Amt.</b>				
		<b>Actual Amount</b>						<b>Actual Amount</b>				
	Fund Source: ▼	<b>Proposed Amt.</b>						<b>Proposed Amt.</b>				
		<b>Actual Amount</b>				<b>Actual Amount</b>						
	Other ▼	<b>Proposed Units</b>				<b>Accompl. Type:</b> ▼		<b>Proposed Units</b>				
		<b>Actual Units</b>						<b>Actual Units</b>				
	Accompl. Type: ▼	<b>Proposed Units</b>						<b>Proposed Units</b>				
		<b>Actual Units</b>				<b>Actual Units</b>						

<b>Project Name:</b>		Housing Rehabilitation Minor Home Repair							
<b>Description:</b>		<b>IDIS Project #:</b>		5 (2014)		<b>UOG Code:</b>		MI260432 BATTLE CREEK	
<p>The City provides grants and deferred loans to homeowners for necessary repairs. The primary focus will be exterior repairs for cited code violations and health and safety issues. All work will comply with HUD and EPA regulations including those that address the treatment of lead-based paint hazards, or potential hazards, and asbestos hazards. This activity also provides necessary funding to cover subsidies and defaults on all outstanding lender originated rehabilitation loans.</p>									
<b>Location:</b>				<b>Priority Need Category</b>					
City wide.				<b>Select one:</b>		<div>Owner Occupied Housing ▼</div>			
<b>Explanation:</b>									
<b>Expected Completion Date:</b>				City provides housing rehabilitation assistance to LMI owner households to improve their living conditions.					
6/30/2015				National Objective Code: LMH					
<b>Objective Category</b>				<b>Specific Objectives</b>					
<input checked="" type="radio"/> Decent Housing <input type="radio"/> Suitable Living Environment <input type="radio"/> Economic Opportunity									
<b>Outcome Categories</b>									
<input type="checkbox"/> Availability/Accessibility <input type="checkbox"/> Affordability <input checked="" type="checkbox"/> Sustainability									
				1 Improve the quality of owner housing ▼					
				2 ▼					
				3 ▼					
<b>Project-level Accomplishments</b>	10 Housing Units ▼	Proposed	60		Accompl. Type: ▼	Proposed			
		Underway				Underway			
		Complete				Complete			
	Accompl. Type: ▼	Proposed			Accompl. Type: ▼	Proposed			
		Underway				Underway			
		Complete				Complete			
	Accompl. Type: ▼	Proposed			Accompl. Type: ▼	Proposed			
		Underway				Underway			
		Complete				Complete			
<b>Proposed Outcome</b>		<b>Performance Measure</b>			<b>Actual Outcome</b>				
Obj: Decent Housing Outcome: Sustainability		60 units rehabilitated							
14A Rehab; Single-Unit Residential 570.202 ▼				Matrix Codes ▼					
Matrix Codes ▼				Matrix Codes ▼					
Matrix Codes ▼				Matrix Codes ▼					
CDBG ▼	Proposed Amt.	328,178		Fund Source: ▼	Proposed Amt.				
	Actual Amount				Actual Amount				
Other ▼	Proposed Amt.			Fund Source: ▼	Proposed Amt.				
	Actual Amount				Actual Amount				
10 Housing Units ▼	Proposed Units	60		Accompl. Type: ▼	Proposed Units				
	Actual Units				Actual Units				
Accompl. Type: ▼	Proposed Units			Accompl. Type: ▼	Proposed Units				
	Actual Units				Actual Units				

<b>Project Name:</b> Street Reconstruction							
<b>Description:</b>	<b>IDIS Project #:</b> 6 (2014) <b>UOG Code:</b> MI260432 BATTLE CREEK						
This proposed project will affect the North Central Neighborhood. Manchester Street from Hubbard Street to Kendall Street will be reconstructed. This work will include the complete reconstruction of the bituminous surface, all concrete sidewalks, curbs and gutters.							
<b>Location:</b>	<b>Priority Need Category</b>						
Census Tract 10, Block Group 5	<b>Select one:</b> Infrastructure ▼						
<b>Explanation:</b>							
<b>Expected Completion Date:</b>	This area benefit project will improve streets and sidewalks in one of the City's LMI identified NPC's. 867 individuals reside in the CT/BG's affected by this project. 65.4% of those individuals (567) are LMI. National Objective Code: LMA						
(mm/dd/yyyy)							
<b>Objective Category</b>	<b>Specific Objectives</b>						
<input type="radio"/> Decent Housing <input checked="" type="radio"/> Suitable Living Environment <input type="radio"/> Economic Opportunity	1 Improve quality / increase quantity of public improvements for lower income persons ▼ 2 ▼ 3 ▼						
<b>Outcome Categories</b>							
<input checked="" type="checkbox"/> Availability/Accessibility <input type="checkbox"/> Affordability <input checked="" type="checkbox"/> Sustainability							
<b>Project-level Accomplishments</b>	01 People ▼	Proposed	867		Accompl. Type: ▼	Proposed	
		Underway				Underway	
		Complete				Complete	
	Accompl. Type: ▼	Proposed			Accompl. Type: ▼	Proposed	
		Underway				Underway	
		Complete				Complete	
	Accompl. Type: ▼	Proposed			Accompl. Type: ▼	Proposed	
		Underway				Underway	
		Complete				Complete	
	<b>Proposed Outcome</b>		<b>Performance Measure</b>		<b>Actual Outcome</b>		
	Obj: Suitable living env. Out: Impr. Accessibility		867 individuals to receive benefit from this activity.				
	03K Street Improvements 570.201(c) ▼		Matrix Codes ▼				
Matrix Codes ▼		Matrix Codes ▼					
Matrix Codes ▼		Matrix Codes ▼					
<b>Program Year 1</b>	CDBG ▼	Proposed Amt.	\$100,000		Fund Source: ▼	Proposed Amt.	
		Actual Amount				Actual Amount	
	Other ▼	Proposed Amt.	\$102,000		Fund Source: ▼	Proposed Amt.	
		Actual Amount				Actual Amount	
	01 People ▼	Proposed Units	867		Accompl. Type: ▼	Proposed Units	
		Actual Units				Actual Units	
	Accompl. Type: ▼	Proposed Units			Accompl. Type: ▼	Proposed Units	
		Actual Units				Actual Units	



Grantee Name: **Battle Creek**

<b>Project Name:</b>		Demolition Program							
<b>Description:</b>		<b>IDIS Project #:</b>		7 (2014)		<b>UOG Code:</b>		MI260432 BATTLE CREEK	
This proposed project will provide funds for the demolition of blighted vacant or abandoned buildings. These funds will be used in conjunction with code and housing rehab activities with the goal of arresting decline in areas targeted by the City as blighted and distressed.									
<b>Location:</b>				<b>Priority Need Category</b>					
Census Tract 10, Block Group 5				<b>Select one:</b>		Other ▼			
<b>Expected Completion Date:</b>				<b>Explanation:</b>					
(mm/dd/yyyy)				This area benefit project will remove 9 blighted properties in neighborhoods targetted with other cdbg activities with the goal of arresting decline.					
<b>Objective Category</b>				<b>Specific Objectives</b>					
<input type="radio"/> Decent Housing <input checked="" type="radio"/> Suitable Living Environment <input type="radio"/> Economic Opportunity				1 Remediate and redevelop brownfields ▼ 2 ▼ 3 ▼					
<b>Outcome Categories</b>									
<input type="checkbox"/> Availability/Accessibility									
<input type="checkbox"/> Affordability									
<input checked="" type="checkbox"/> Sustainability									
<b>Project-level Accomplishments</b>	10 Housing Units ▼	Proposed	9		Accompl. Type: ▼	Proposed			
		Underway				Underway			
		Complete				Complete			
	Accompl. Type: ▼	Proposed			Accompl. Type: ▼	Proposed			
		Underway				Underway			
		Complete				Complete			
	Accompl. Type: ▼	Proposed			Accompl. Type: ▼	Proposed			
		Underway				Underway			
		Complete				Complete			
	<b>Proposed Outcome</b>		<b>Performance Measure</b>			<b>Actual Outcome</b>			
	Obj: Suitable living env. Out: Sustainability		9 blighted properties will be cleared.						
	04 Clearance and Demolition 570.201(d) ▼				Matrix Codes ▼				
Matrix Codes ▼				Matrix Codes ▼					
Matrix Codes ▼				Matrix Codes ▼					
<b>Program Year 1</b>	CDBG ▼	Proposed Amt.	\$95,000		Fund Source: ▼	Proposed Amt.			
		Actual Amount				Actual Amount			
	Other ▼	Proposed Amt.			Fund Source: ▼	Proposed Amt.			
		Actual Amount				Actual Amount			
	10 Housing Units ▼	Proposed Units	9		Accompl. Type: ▼	Proposed Units			
		Actual Units				Actual Units			
	Accompl. Type: ▼	Proposed Units			Accompl. Type: ▼	Proposed Units			
		Actual Units				Actual Units			

<b>Project Name:</b>	HOME General Administration and Planning									
<b>Description:</b>	<b>IDIS Project #:</b>		8 (2014)		<b>UOG Code:</b>		MI260432 BATTLE CREEK			
This activity will fund the necessary administrative and planning costs associated with the development, administration, implementation and monitoring of all HOME funded program and activities.										
<b>Location:</b>			<b>Priority Need Category</b>							
City wide.			<b>Select one:</b>		Planning/Administration ▼					
<b>Expected Completion Date:</b>			<b>Explanation:</b>							
6/30/2015			This activity will fund the administration of the City's HOME Program.							
<b>Objective Category</b>			National Objective Code: N/A							
<input type="radio"/> Decent Housing <input type="radio"/> Suitable Living Environment <input type="radio"/> Economic Opportunity										
<b>Outcome Categories</b>			<b>Specific Objectives</b>							
<input type="checkbox"/> Availability/Accessibility <input type="checkbox"/> Affordability <input type="checkbox"/> Sustainability			1	Improve the services for low/mod income persons ▼						
			2	▼						
			3	▼						
<b>Project-level Accomplishments</b>	Other ▼	Proposed			Accompl. Type: ▼	Proposed				
	Admin only.	Underway				Underway				
		Complete				Complete				
		Accompl. Type: ▼	Proposed			Accompl. Type: ▼	Proposed			
		Underway				Underway				
		Complete				Complete				
		Accompl. Type: ▼	Proposed			Accompl. Type: ▼	Proposed			
		Underway				Underway				
		Complete				Complete				
		Accompl. Type: ▼	Proposed			Accompl. Type: ▼	Proposed			
				Underway			Underway			
				Complete			Complete			
<b>Proposed Outcome</b>			<b>Performance Measure</b>				<b>Actual Outcome</b>			
HOME Program administration 2014-15			HOME funded programs achieve stated goals							
21A General Program Administration 570.206 ▼			Matrix Codes ▼							
Matrix Codes ▼			Matrix Codes ▼							
Matrix Codes ▼			Matrix Codes ▼							
HOME ▼	Proposed Amt.	26,506			Fund Source: ▼	Proposed Amt.				
	Actual Amount					Actual Amount				
Fund Source: ▼	Proposed Amt.				Fund Source: ▼	Proposed Amt.				
	Actual Amount					Actual Amount				
Other ▼	Proposed Units				Accompl. Type: ▼	Proposed Units				
	Actual Units					Actual Units				
Accompl. Type: ▼	Proposed Units				Accompl. Type: ▼	Proposed Units				
	Actual Units					Actual Units				

<b>Project Name:</b>		Community Action Agency - HOME Homeowner Rehabilitation												
<b>Description:</b>		<b>IDIS Project #:</b>		9 (2014)		<b>UOG Code:</b>		MI260432 BATTLE CREEK						
This activity will provide grants and forgivable loans to very low and low income homeowners (up to \$20,000) for rehabilitation work and up to \$15,000 for lead-based paint hazard remediation.														
<b>Location:</b>				<b>Priority Need Category</b>										
City wide.				<b>Select one:</b>		Owner Occupied Housing ▼								
						<b>Explanation:</b>								
<b>Expected Completion Date:</b>				LMI owner households will be assisted with rehabilitation work to improve the health, safety and condition of their properties including lead-basd paint hazard remediation. National Objective Code: LMH										
6/30/2015														
<b>Objective Category</b>				<b>Specific Objectives</b>										
<input checked="" type="radio"/> Decent Housing <input type="radio"/> Suitable Living Environment <input type="radio"/> Economic Opportunity														
<b>Outcome Categories</b> <input type="checkbox"/> Availability/Accessibility <input type="checkbox"/> Affordability <input checked="" type="checkbox"/> Sustainability				1		Improve the quality of owner housing ▼								
				2		▼								
				3		▼								
<b>Project-level Accomplishments</b>	10 Housing Units ▼		<b>Proposed</b>		4				<b>Accompl. Type:</b> ▼		<b>Proposed</b>			
			<b>Underway</b>								<b>Underway</b>			
			<b>Complete</b>								<b>Complete</b>			
	<b>Accompl. Type:</b> ▼		<b>Proposed</b>						<b>Accompl. Type:</b> ▼		<b>Proposed</b>			
			<b>Underway</b>								<b>Underway</b>			
			<b>Complete</b>								<b>Complete</b>			
	<b>Accompl. Type:</b> ▼		<b>Proposed</b>						<b>Accompl. Type:</b> ▼		<b>Proposed</b>			
			<b>Underway</b>								<b>Underway</b>			
			<b>Complete</b>								<b>Complete</b>			
	<b>Proposed Outcome</b>				<b>Performance Measure</b>				<b>Actual Outcome</b>					
	Obj: Decent Housing Out: Sustainability				4 housing units/LMI families assisted.									
	14A Rehab; Single-Unit Residential 570.202 ▼						Matrix Codes ▼							
Matrix Codes ▼						Matrix Codes ▼								
Matrix Codes ▼						Matrix Codes ▼								
HOME ▼		<b>Proposed Amt.</b>		142,500				<b>Fund Source:</b> ▼		<b>Proposed Amt.</b>				
		<b>Actual Amount</b>								<b>Actual Amount</b>				
<b>Fund Source:</b> ▼		<b>Proposed Amt.</b>						<b>Fund Source:</b> ▼		<b>Proposed Amt.</b>				
		<b>Actual Amount</b>								<b>Actual Amount</b>				
10 Housing Units ▼		<b>Proposed Units</b>		4				<b>Accompl. Type:</b> ▼		<b>Proposed Units</b>				
		<b>Actual Units</b>								<b>Actual Units</b>				
<b>Accompl. Type:</b> ▼		<b>Proposed Units</b>						<b>Accompl. Type:</b> ▼		<b>Proposed Units</b>				
		<b>Actual Units</b>								<b>Actual Units</b>				

Grantee Name: **Battle Creek**

<b>Project Name:</b>	Neighborhoods, Inc. - Acquisition/Development/Resale					
<b>Description:</b>	<b>IDIS Project #:</b>	10 (2014)	<b>UOG Code:</b>	MI260432 BATTLE CREEK		
This activity will fund the purchase, rehabilitation and resale of dilapidated residential properties throughout the City. This CHDO eligible activity will utilize a total of 40.5% of the City's 2012 HOME allocation thereby meeting HUD's regulatory requirement to fund CHDO eligible activities.						
<b>Location:</b>	<b>Priority Need Category</b>					
City wide.	<b>Select one:</b>		Owner Occupied Housing ▼			
<b>Explanation:</b>						
<b>Expected Completion Date:</b>	This activity will provide affordable homeownership opportunities to LMI home buyers and help revitalize neighborhood areas as well.					
6/30/2015	National Objective Code: LMH					
<b>Objective Category</b>						
<input checked="" type="radio"/> Decent Housing <input type="radio"/> Suitable Living Environment <input type="radio"/> Economic Opportunity						
<b>Specific Objectives</b>						
<b>Outcome Categories</b>		1	Increase the availability of affordable owner housing ▼			
<input checked="" type="checkbox"/> Availability/Accessibility		2	Improve the quality of owner housing ▼			
<input checked="" type="checkbox"/> Affordability		3	Improve access to affordable owner housing ▼			
<input type="checkbox"/> Sustainability						
<b>Project-level Accomplishments</b>	10 Housing Units ▼	<b>Proposed</b>	2	<b>Accompl. Type:</b> ▼	<b>Proposed</b>	
		<b>Underway</b>			<b>Underway</b>	
		<b>Complete</b>			<b>Complete</b>	
	<b>Accompl. Type:</b> ▼	<b>Proposed</b>		<b>Accompl. Type:</b> ▼	<b>Proposed</b>	
		<b>Underway</b>			<b>Underway</b>	
		<b>Complete</b>			<b>Complete</b>	
	<b>Accompl. Type:</b> ▼	<b>Proposed</b>		<b>Accompl. Type:</b> ▼	<b>Proposed</b>	
		<b>Underway</b>			<b>Underway</b>	
		<b>Complete</b>			<b>Complete</b>	
<b>Proposed Outcome</b>		<b>Performance Measure</b>		<b>Actual Outcome</b>		
Obj: Decent Housing Out: Affordability		Purchase, rehab and resale of 1 units for LMI homeownership				
14A Rehab; Single-Unit Residential 570.202 ▼			Matrix Codes ▼			
Matrix Codes ▼			Matrix Codes ▼			
Matrix Codes ▼			Matrix Codes ▼			
HOME ▼	<b>Proposed Amt.</b>	115,000		<b>Fund Source:</b> ▼	<b>Proposed Amt.</b>	
	<b>Actual Amount</b>				<b>Actual Amount</b>	
<b>Fund Source:</b> ▼	<b>Proposed Amt.</b>			<b>Fund Source:</b> ▼	<b>Proposed Amt.</b>	
	<b>Actual Amount</b>				<b>Actual Amount</b>	
10 Housing Units ▼	<b>Proposed Units</b>	2		<b>Accompl. Type:</b> ▼	<b>Proposed Units</b>	
	<b>Actual Units</b>				<b>Actual Units</b>	
<b>Accompl. Type:</b> ▼	<b>Proposed Units</b>		<b>Accompl. Type:</b> ▼	<b>Proposed Units</b>		
	<b>Actual Units</b>			<b>Actual Units</b>		

## **Appendix B –**

### **Certifications**



# CPMP Non-State Grantee Certifications

Many elements of this document may be completed electronically, however a signature must be manually applied and the document must be submitted in paper form to the Field Office.

- |   |
|---|
| <input type="checkbox"/> This certification does not apply.           |
| <input checked="" type="checkbox"/> This certification is applicable. |

## NON-STATE GOVERNMENT CERTIFICATIONS

In accordance with the applicable statutes and the regulations governing the consolidated plan regulations, the jurisdiction certifies that:

**Affirmatively Further Fair Housing** -- The jurisdiction will affirmatively further fair housing, which means it will conduct an analysis of impediments to fair housing choice within the jurisdiction, take appropriate actions to overcome the effects of any impediments identified through that analysis, and maintain records reflecting that analysis and actions in this regard.

**Anti-displacement and Relocation Plan** -- It will comply with the acquisition and relocation requirements of the Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970, as amended, and implementing regulations at 49 CFR 24; and it has in effect and is following a residential antidisplacement and relocation assistance plan required under section 104(d) of the Housing and Community Development Act of 1974, as amended, in connection with any activity assisted with funding under the CDBG or HOME programs.

**Drug Free Workplace** -- It will or will continue to provide a drug-free workplace by:

1. Publishing a statement notifying employees that the unlawful manufacture, distribution, dispensing, possession, or use of a controlled substance is prohibited in the grantee's workplace and specifying the actions that will be taken against employees for violation of such prohibition;
2. Establishing an ongoing drug-free awareness program to inform employees about –
  - a. The dangers of drug abuse in the workplace;
  - b. The grantee's policy of maintaining a drug-free workplace;
  - c. Any available drug counseling, rehabilitation, and employee assistance programs; and
  - d. The penalties that may be imposed upon employees for drug abuse violations occurring in the workplace;
3. Making it a requirement that each employee to be engaged in the performance of the grant be given a copy of the statement required by paragraph 1;
4. Notifying the employee in the statement required by paragraph 1 that, as a condition of employment under the grant, the employee will –
  - a. Abide by the terms of the statement; and
  - b. Notify the employer in writing of his or her conviction for a violation of a criminal drug statute occurring in the workplace no later than five calendar days after such conviction;
5. Notifying the agency in writing, within ten calendar days after receiving notice under subparagraph 4(b) from an employee or otherwise receiving actual notice of such conviction. Employers of convicted employees must provide notice, including position title, to every grant officer or other designee on whose grant activity the convicted employee was working, unless the Federal agency has designated a central point for the receipt of such notices. Notice shall include the identification number(s) of each affected grant;
6. Taking one of the following actions, within 30 calendar days of receiving notice under subparagraph 4(b), with respect to any employee who is so convicted –
  - a. Taking appropriate personnel action against such an employee, up to and including termination, consistent with the requirements of the Rehabilitation Act of 1973, as amended; or
  - b. Requiring such employee to participate satisfactorily in a drug abuse assistance or rehabilitation program approved for such purposes by a Federal, State, or local health, law enforcement, or other appropriate agency;
7. Making a good faith effort to continue to maintain a drug-free workplace through implementation of paragraphs 1, 2, 3, 4, 5 and 6.

**Anti-Lobbying** -- To the best of the jurisdiction's knowledge and belief:

8. No Federal appropriated funds have been paid or will be paid, by or on behalf of it, to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with the awarding of any Federal contract, the making of any Federal grant, the making of any Federal loan, the entering into of any cooperative agreement, and the extension, continuation, renewal, amendment, or modification of any Federal contract, grant, loan, or cooperative agreement;
9. If any funds other than Federal appropriated funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with this Federal contract, grant, loan, or cooperative agreement, it will complete and submit Standard Form-LLL, "Disclosure Form to Report Lobbying," in accordance with its instructions; and
10. It will require that the language of paragraph 1 and 2 of this anti-lobbying certification be included in the award documents for all subawards at all tiers (including subcontracts, subgrants, and contracts under grants, loans, and cooperative agreements) and that all subrecipients shall certify and disclose accordingly.

**Authority of Jurisdiction** -- The consolidated plan is authorized under State and local law (as applicable) and the jurisdiction possesses the legal authority to carry out the programs for which it is seeking funding, in accordance with applicable HUD regulations.

**Consistency with plan** -- The housing activities to be undertaken with CDBG, HOME, ESG, and HOPWA funds are consistent with the strategic plan.

**Section 3** -- It will comply with section 3 of the Housing and Urban Development Act of 1968, and implementing regulations at 24 CFR Part 135.

---

Signature/Authorized Official

Date

Susan E. Bedsole

Name

Interim City Manager

Title

10 North Division Street, P.O. Box 1717

Address

Battle Creek, MI 49016-1717

City/State/Zip

(269) 966-3378

Telephone Number

---

- |   |
|---|
| <input type="checkbox"/> This certification does not apply.           |
| <input checked="" type="checkbox"/> This certification is applicable. |

### Specific CDBG Certifications

The Entitlement Community certifies that:

**Citizen Participation --** It is in full compliance and following a detailed citizen participation plan that satisfies the requirements of 24 CFR 91.105.

**Community Development Plan --** Its consolidated housing and community development plan identifies community development and housing needs and specifies both short-term and long-term community development objectives that provide decent housing, expand economic opportunities primarily for persons of low and moderate income. (See CFR 24 570.2 and CFR 24 part 570)

**Following a Plan --** It is following a current consolidated plan (or Comprehensive Housing Affordability Strategy) that has been approved by HUD.

**Use of Funds --** It has complied with the following criteria:

11. Maximum Feasible Priority - With respect to activities expected to be assisted with CDBG funds, it certifies that it has developed its Action Plan so as to give maximum feasible priority to activities which benefit low and moderate income families or aid in the prevention or elimination of slums or blight. The Action Plan may also include activities which the grantee certifies are designed to meet other community development needs having a particular urgency because existing conditions pose a serious and immediate threat to the health or welfare of the community, and other financial resources are not available);
12. Overall Benefit - The aggregate use of CDBG funds including section 108 guaranteed loans during program year(s) 2005, (a period specified by the grantee consisting of one, two, or three specific consecutive program years), shall principally benefit persons of low and moderate income in a manner that ensures that at least 70 percent of the amount is expended for activities that benefit such persons during the designated period;
13. Special Assessments - It will not attempt to recover any capital costs of public improvements assisted with CDBG funds including Section 108 loan guaranteed funds by assessing any amount against properties owned and occupied by persons of low and moderate income, including any fee charged or assessment made as a condition of obtaining access to such public improvements.

However, if CDBG funds are used to pay the proportion of a fee or assessment that relates to the capital costs of public improvements (assisted in part with CDBG funds) financed from other revenue sources, an assessment or charge may be made against the property with respect to the public improvements financed by a source other than CDBG funds.

The jurisdiction will not attempt to recover any capital costs of public improvements assisted with CDBG funds, including Section 108, unless CDBG funds are used to pay the proportion of fee or assessment attributable to the capital costs of public improvements financed from other revenue sources. In this case, an assessment or charge may be made against the property with respect to the public improvements financed by a source other than CDBG funds. Also, in the case of properties owned and occupied by moderate-income (not low-income) families, an assessment or charge may be made against the property for public improvements financed by a source other than CDBG funds if the jurisdiction certifies that it lacks CDBG funds to cover the assessment.

**Excessive Force --** It has adopted and is enforcing:

14. A policy prohibiting the use of excessive force by law enforcement agencies within its jurisdiction against any individuals engaged in non-violent civil rights demonstrations; and
15. A policy of enforcing applicable State and local laws against physically barring entrance to or exit from a facility or location which is the subject of such non-violent civil rights demonstrations within its jurisdiction;



**Compliance With Anti-discrimination laws --** The grant will be conducted and administered in conformity with title VI of the Civil Rights Act of 1964 (42 USC 2000d), the Fair Housing Act (42 USC 3601-3619), and implementing regulations.

**Lead-Based Paint --** Its activities concerning lead-based paint will comply with the requirements of part 35, subparts A, B, J, K and R, of title 24;

**Compliance with Laws --** It will comply with applicable laws.

---

Signature/Authorized Official

Date

Susan E. Bedsole

Name

Interim City Manager

Title

10 N. Division Street, P.O. Box 1717

Address

Battle Creek, MI 49016-1717

City/State/Zip

(269) 966-3378

Telephone Number

- ☐ This certification does not apply.  
☒ This certification is applicable.

### Specific HOME Certifications

The HOME participating jurisdiction certifies that:

**Tenant Based Rental Assistance --** If the participating jurisdiction intends to provide tenant-based rental assistance:

The use of HOME funds for tenant-based rental assistance is an essential element of the participating jurisdiction's consolidated plan for expanding the supply, affordability, and availability of decent, safe, sanitary, and affordable housing.

**Eligible Activities and Costs --** it is using and will use HOME funds for eligible activities and costs, as described in 24 CFR § 92.205 through 92.209 and that it is not using and will not use HOME funds for prohibited activities, as described in § 92.214.

**Appropriate Financial Assistance --** before committing any funds to a project, it will evaluate the project in accordance with the guidelines that it adopts for this purpose and will not invest any more HOME funds in combination with other Federal assistance than is necessary to provide affordable housing;

---

Signature/Authorized Official

Date

Susan E. Bedsole

Name

Interim City Manager

Title

10 N. Division Street, P.O. Box 1717

Address

Battle Creek, MI 49016-1717

City/State/Zip

(269) 966- 3378

Telephone Number

- ☐ This certification does not apply.
- ☒ This certification is applicable.

## APPENDIX TO CERTIFICATIONS

### Instructions Concerning Lobbying and Drug-Free Workplace Requirements

#### Lobbying Certification

This certification is a material representation of fact upon which reliance was placed when this transaction was made or entered into. Submission of this certification is a prerequisite for making or entering into this transaction imposed by section 1352, title 31, U.S. Code. Any person who fails to file the required certification shall be subject to a civil penalty of not less than \$10,000 and not more than \$100,000 for each such failure.

#### Drug-Free Workplace Certification

1. By signing and/or submitting this application or grant agreement, the grantee is providing the certification.
2. The certification is a material representation of fact upon which reliance is placed when the agency awards the grant. If it is later determined that the grantee knowingly rendered a false certification, or otherwise violates the requirements of the Drug-Free Workplace Act, HUD, in addition to any other remedies available to the Federal Government, may take action authorized under the Drug-Free Workplace Act.
3. Workplaces under grants, for grantees other than individuals, need not be identified on the certification. If known, they may be identified in the grant application. If the grantee does not identify the workplaces at the time of application, or upon award, if there is no application, the grantee must keep the identity of the workplace(s) on file in its office and make the information available for Federal inspection. Failure to identify all known workplaces constitutes a violation of the grantee's drug-free workplace requirements.
4. Workplace identifications must include the actual address of buildings (or parts of buildings) or other sites where work under the grant takes place. Categorical descriptions may be used (e.g., all vehicles of a mass transit authority or State highway department while in operation, State employees in each local unemployment office, performers in concert halls or radio stations).
5. If the workplace identified to the agency changes during the performance of the grant, the grantee shall inform the agency of the change(s), if it previously identified the workplaces in question (see paragraph three).
6. The grantee may insert in the space provided below the site(s) for the performance of work done in connection with the specific grant: Place of Performance (Street address, city, county, state, zip code) Check if there are workplaces on file that are not identified here. The certification with regard to the drug-free workplace is required by 24 CFR part 21.

Place Name	Street	City	County	State	Zip

7. Definitions of terms in the Nonprocurement Suspension and Debarment common rule and Drug-Free Workplace common rule apply to this certification. Grantees' attention is called, in particular, to the following definitions from these rules: "Controlled substance" means a controlled substance in Schedules I through V of the Controlled Substances Act (21 U.S.C. 812) and as further defined by regulation (21 CFR 1308.11 through 1308.15); "Conviction" means a finding of guilt (including a plea of *nolo contendere*) or imposition of sentence, or both, by any judicial body charged with the responsibility to determine violations of the Federal or State criminal drug statutes; "Criminal drug statute" means a Federal or non-Federal criminal statute involving the manufacture, distribution, dispensing, use, or possession of any

controlled substance; "Employee" means the employee of a grantee directly engaged in the performance of work under a grant, including:

- a. All "direct charge" employees;
- b. all "indirect charge" employees unless their impact or involvement is insignificant to the performance of the grant; and
- c. temporary personnel and consultants who are directly engaged in the performance of work under the grant and who are on the grantee's payroll. This definition does not include workers not on the payroll of the grantee (e.g., volunteers, even if used to meet a matching requirement; consultants or independent contractors not on the grantee's payroll; or employees of subrecipients or subcontractors in covered workplaces).

Note that by signing these certifications, certain documents must be completed, in use, and on file for verification. These documents include:

1. Analysis of Impediments to Fair Housing
2. Citizen Participation Plan
3. Anti-displacement and Relocation Plan

---

Signature/Authorized Official

Date

Susan E. Bedsole

Name

Interim City Manager

Title

10 N. Division Street, P.O. Box 1717

Address

Battle Creek, MI 49017-1616

City/State/Zip

(269) 966-3378

Telephone Number

**Appendix C –**  
**Notices, Public Hearings and Resolutions**

AFFIDAVIT/PROOF OF PUBLICATION

In the matter of Battle Creek City Commission

Before me, a Notary Public, personally appeared Kristina Woodard  
who, being duly sworn, deposes and says that the following  
advertisement(s) appeared in the  
BATTLE CREEK SHOPPER NEWS Newspaper on the following date

Jan. 16, 2014 on page 46.

Signature Kristina Woodard

State of Michigan, County of Calhoun, sworn and  
subscribed before me this

16<sup>th</sup> day of Jan., 2014.

Notary Public Seal

**DONNA JEAN HAZEL**

**NOTARY PUBLIC CALHOUN CO., MI**

**MY COMMISSION EXPIRES JUL. 21, 2019**

Notary Public Signature

Donna Jean Hazel

Battle Creek Shopper News  
"Your Weekly Community Newspaper"  
1001 E. Columbia Ave. Battle Creek, MI. 49014  
Phone: (269)965-3955 Fax: (269)968-8586

**Notice of Public Hearing on  
Battle Creek's Housing and Community Development Needs  
2013-14**

The Battle Creek City Commission will hold a public hearing on Tuesday, February 4, 2014, at 7:00 p.m. in the City Commission Chambers, Room 301, City Hall, 10 North Division Street for the purposes of hearing public comment on Battle Creek's housing and community development needs.

In accordance with Title I of the Housing and Community Development Act of 1974, as amended and the Cranston-Gonzalez National Affordable Housing Act of 1990, the City of Battle Creek is required to obtain the views of citizens on housing and community development needs for Battle Creek, by holding a Public Hearing on its housing and community development needs prior to the proposed Annual Action Plan being published for comment.

As a basis for the Public Hearing, previous citizen input, as recorded in Appendix B of the City's 2009-2014 Consolidated Plan is available for review in the City's Inspections and Code Compliance Department during normal business hours for public review. The Inspections and Code Compliance Department is located in City Hall, Room 117, 10 North Division Street. The Consolidated Plan is also available online at [www.battlecreekmi.gov](http://www.battlecreekmi.gov) on the Community Development department webpage. Citizens wishing to make comments may do so either at the public hearing or in writing to: Chris Lussier, Community Development Supervisor, City Hall, Room 320, 10 North Division Street, Battle Creek, MI 49014.

The City of Battle Creek will provide necessary auxiliary aids and services, such as signers for the hearing impaired and audio tapes of printed materials being considered in the meeting upon seven days notice to the City of Battle Creek. Individuals with disabilities requiring auxiliary aids or services should contact the City of Battle Creek by writing or calling the following:

Vicki Houser  
Office of the City Clerk  
PO Box 1717  
Battle Creek, MI 49016  
(269) 966-3348 (TDD)

Ken Tsuchiyama  
City Manager

1/16/14 pg. 46

*Note: Please publish the following display ad in the Battle Creek Shopper News on Thursday, February 6, 2014.*

NOTICE OF PUBLIC HEARING ON  
PROPOSED STATEMENT OF COMMUNITY DEVELOPMENT OBJECTIVES AND PROJECTED USE  
OF FUNDS FOR FISCAL YEAR 2014-2015  
COMMUNITY DEVELOPMENT BLOCK GRANT  
AND HOME INVESTMENT PARTNERSHIP PROGRAMS  
CITY OF BATTLE CREEK, MICHIGAN

THE BATTLE CREEK CITY COMMISSION WILL HOLD A PUBLIC HEARING IN ACCORDANCE WITH THE REQUIREMENTS OF THE HOUSING AND COMMUNITY DEVELOPMENT ACT OF 1974, AS AMENDED AND THE CRANSTON-GONZALES NATIONAL AFFORDABLE HOUSING ACT, ON TUESDAY, MARCH 4, 2014 AT 7:00 P.M., OR AS SOON THEREAFTER, IN THE CITY COMMISSION CHAMBERS, ROOM 301, CITY HALL, 10 N. DIVISION STREET, FOR THE PURPOSES OF:

1. A) Providing citizens with the amount of CDBG and HOME funds that will be available and the range of activities and/or projects to be undertaken.  
(B) Providing citizens with an opportunity to express their views on housing and community development needs.  
(C) Encouraging citizens to participate in the development, evaluation and implementation of the City's Consolidated Plan, including any comments that may be deemed appropriate for modification.
2. Presenting the following projected use of funds for the 2014-2015 Community Development Block Grant and HOME Investment Partnership Grant programs:

PROJECTED USE OF FUNDS  
COMMUNITY DEVELOPMENT BLOCK GRANT PROGRAM  
HOUSING AND INFRASTRUCTURE

- |  |                  |
|--|------------------|
| <b>1. General Administration</b>   | <b>\$98,597</b>  |
| The function of this City activity is to provide necessary staffing to develop, implement and monitor the overall performance of all Community Development Block Grant programs within the City.   |                  |
| <b>2. Neighborhood Planning Administration</b>   | <b>\$134,547</b> |
| This City function provides the necessary management to conduct specific studies related to the overall program design of the comprehensive planning process and the development of the Consolidated Plan, involving Neighborhood Planning Councils, civic organizations, individuals, and other boards, commissions and committees.   |                  |
| <b>3. Code Enforcement</b>   | <b>\$422,401</b> |
| The purpose of this activity is to provide effective staffing for the City's Neighborhood Code Compliance Division to continue its efforts to provide the citizens of Battle Creek with effective code enforcement, and to complement other Community Development activities in blighted and distressed areas. This activity will serve to arrest a decline in areas due to code violations, abandoned inoperable vehicles, citizen complaints regarding refuse and weed control and code issues related to rental properties.     |                  |
| <b>4. Housing Rehabilitation – Minor Home Repair</b>   | <b>\$422,401</b> |
| This City of Battle Creek activity will provide grants and deferred loans to homeowners for necessary repairs. The primary focus will be exterior repairs for cited code violations and health and safety issues. All work will comply with HUD and EPA regulations including those that address the treatment of lead-based paint hazards, or potential hazards, and asbestos hazards. This activity also provides necessary funding to cover subsidies and defaults on all outstanding lender originated rehabilitation loans.   |                  |
| <b>5. Street Reconstruction Program</b>  | <b>\$100,000</b> |
| This proposed project will affect the Post/Franklin Neighborhood. The entire length of Warren Street will be resurfaced along with new sidewalk on the north side. Oak Street from Warren Street to High Street will be resurfaced with new sidewalk on both sides of the street. High Street from Oak Street to Willow Street and Willow Street from Oakhill Drive to Main Street will be reconstructed. This work will include the complete reconstruction of the bituminous surface, all concrete sidewalks, curbs and gutters. |                  |
| <b>6. Demolition Program</b>   | <b>\$95,000</b>  |
| This proposed project will provide funds for the demolition of blighted vacant or abandoned buildings. These funds will be used in conjunction with code and housing rehab activities with the goal of arresting decline in areas targeted by the City as blighted and distressed.   |                  |

<b>TOTAL CDBG ENTITLEMENT FUNDING (Estimated)</b>	<b>\$1,165,723</b>
<b>TOTAL REALLOCATED CDBG FUNDS</b>	<b>\$95,000</b>
<b>TOTAL PROPOSED CDBG BUDGET</b>	<b><u>\$1,260,723</u></b>

**HOME INVESTMENT PARTNERSHIP PROGRAM**

- |   |                  |
|---|------------------|
| <b>7. General Administration</b>  | <b>\$26,506</b>  |
| The function of this City activity is to provide necessary staffing to develop, implement and monitor the overall performance of all HOME programs. |                  |
| <b>8. Community Action/ Home Owner Rehabilitation</b>   | <b>\$142,500</b> |
| 175 Main Street   |                  |

This activity will provide grants and forgivable loans to very low- and low-income homeowners up to \$20,000 to rehabilitate their homes and remediate lead-based paint hazard, up to \$15,000.

11. Neighborhoods, Inc./ Acquisition/Development/Resale \$115,000  
47 North Washington Avenue

This activity will provide for the purchase, rehabilitation, and resale of one or more dilapidated properties within the City. Upon completion of rehabilitation, these properties will be made available to low- to moderate income homebuyers.

TOTAL HOME ENTITLEMENT FUNDING (Estimated)	\$265,065
TOTAL REALLOCATED HOME FUNDS	\$18,941
TOTAL PROPOSED HOME BUDGET	<u>\$265,065</u>

Copies of the Proposed Budget will be available for public review during normal business hours in the City's Community Development Office, City Hall, Suite 117, 10 N Division Street, Battle Creek, MI. Citizens wishing to make comments should do so in writing, by March 10, 2012, to: Chris Lussier, Community Development Supervisor, City of Battle Creek, Community Development Department, City Hall, Suite 320, 10 North Division Street, Battle Creek, MI 49014.

The City of Battle Creek will provide necessary reasonable auxiliary aids and services, such as signers for the hearing impaired and audio tapes of printed materials being considered in the meeting upon seven days notice to the City of Battle Creek. Individuals with disabilities requiring auxiliary aids or services should contact the City of Battle Creek by writing or calling the following:

Vicki Houser, Office of the City Clerk, P.O. Box 1717, Battle Creek, MI 49016, (269)966-3348 (TDD)  
Ken Tsuchiyama, City Manager



## AFFIDAVIT/PROOF OF PUBLICATION

In the matter of City of Battle Creek - Funds for Fiscal 2014-15

Before me, a Notary Public, personally appeared Stefanie Gibson  
who, being duly sworn, deposes and says that the following  
advertisement(s) appeared in the  
BATTLE CREEK SHOPPER NEWS Newspaper on the following date

February 6, 2014 on page 4D.

Signature [Signature]

State of Michigan, County of Calhoun, sworn and  
subscribed before me this

6th day of February, 2014.

Notary Public Seal

**DONNA JEAN HAZEL**

**NOTARY PUBLIC CALHOUN CO., MI**

**MY COMMISSION EXPIRES JUL.21, 2019**

Notary Public Signature

[Signature]

Battle Creek Shopper News  
"Your Weekly Community Newspaper"  
1001 E. Columbia Ave. Battle Creek, Mi. 49014  
Phone: (269)965-3955 Fax: (269)968-8586

**NOTICE OF PUBLIC HEARING ON  
PROPOSED STATEMENT OF COMMUNITY DEVELOPMENT OBJECTIVES AND PROJECTED  
USE OF FUNDS FOR FISCAL YEAR 2014-2015  
COMMUNITY DEVELOPMENT BLOCK GRANT  
AND HOME INVESTMENT PARTNERSHIP PROGRAMS  
CITY OF BATTLE CREEK, MICHIGAN**

THE BATTLE CREEK CITY COMMISSION WILL HOLD A PUBLIC HEARING IN ACCORDANCE WITH THE REQUIREMENTS OF THE HOUSING AND COMMUNITY DEVELOPMENT ACT OF 1974, AS AMENDED AND THE CRANSTON-GONZALES NATIONAL AFFORDABLE HOUSING ACT, ON TUESDAY, MARCH 4, 2014 AT 7:00 P.M., OR AS SOON THEREAFTER, IN THE CITY COMMISSION CHAMBERS, ROOM 301, CITY HALL, 10 N. DIVISION STREET, FOR THE PURPOSES OF:

1. A) Providing citizens with the amount of CDBG and HOME funds that will be available and the range of activities and/or projects to be undertaken.
- (B) Providing citizens with an opportunity to express their views on housing and community development needs.
- (C) Encouraging citizens to participate in the development, evaluation and implementation of the City's Consolidated Plan, including any comments that may be deemed appropriate for modification.
2. Presenting the following projected use of funds for the 2014-2015 Community Development Block Grant and HOME Investment Partnership Grant programs:

<p>PROJECTED USE OF FUNDS</p> <p>COMMUNITY DEVELOPMENT BLOCK GRANT PROGRAM</p> <p><b>HOUSING AND INFRASTRUCTURE</b></p>	<p>\$98,597</p>
---	-----------------

**1. General Administration**  
The function of this City activity is to provide necessary staffing to develop, implement and monitor the

# 2nd Notification



## Post supports after school program

Donyetta Fitzpatrick of the Post Company has volunteered her time to the Post Franklin Elementary After-School Program teaching the Junior Achievement "Our Community" program. Students at Post Franklin Elementary have been participating in the Junior Achievement program every Tuesday. Junior Achievement's mission includes a partnership with local schools, businesses and more than 400 volunteers to deliver valuable programs to area students.

## Pierce Cedar Creek Institute hosts program on raising backyard poultry

Raising poultry for fresh eggs and meat has become popular again in cities and suburban areas, with backyard coops becoming common in urban and small town America.

On Saturday, Feb. 22, from 9 a.m. to 1 p.m., Bonnie and local 4-H members will introduce workshop participants to raising poultry on a sustain-

able, personal scale.

"This program is designed to provide people who are thinking about raising chickens, ducks or turkeys with the basic skills to be successful," said Pierce Cedar Creek Institute Program Manager Matt Dykstra. "All of the basics will be covered with a goal of providing practical knowledge and experience."

White will speak about the different species and varieties of fowl, their needs for shelter and food, and how to protect birds from predation and illness.

With the help of 4-H members, attendees will have the chance to experience live poultry in the classroom.

"People will gain an understanding of what it takes to prepare for raising poultry," said White. "They will learn what to consider when selecting a species and I will talk about heritage breeds. We will also cover how to care for chicks, free-range birds, and inexpensive ways to build cages. I will bring chickens, ducks and a turkey for participants to get some hands-on experience handling the birds properly and then trimming their toes and beaks."

At the end of the introductory presentation, Institute Chef Richard Centala will demonstrate how to properly prepare

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## Pennfield Charter Township

20260 Capital Avenue N.E., Battle Creek, MI 49017 • (269) 958-1549 • FAX (269) 958-1011

Minutes from the February 11, 2014 Board Meeting have been posted to our website and can be viewed at [www.pennfieldtwp.com](http://www.pennfieldtwp.com) or they are available from the Township Clerk during regular business hours.

-Kathleen R. Case, Clerk

### NOTICE OF PUBLIC HEARING ON PROPOSED STATEMENT OF COMMUNITY DEVELOPMENT OBJECTIVES AND PROJECTED USE OF FUNDS FOR FISCAL YEAR 2014-2015 COMMUNITY DEVELOPMENT BLOCK GRANT AND HOME INVESTMENT PARTNERSHIP PROGRAMS CITY OF BATTLE CREEK, MICHIGAN

THE BATTLE CREEK CITY COMMISSION WILL HOLD A PUBLIC HEARING IN ACCORDANCE WITH THE REQUIREMENTS OF THE HOUSING AND COMMUNITY DEVELOPMENT ACT OF 1974, AS AMENDED AND THE CRANSTON-GONZALES NATIONAL AFFORDABLE HOUSING ACT, ON TUESDAY, MARCH 4, 2014 AT 7:00 P.M., OR AS SOON THEREAFTER, IN THE CITY COMMISSION CHAMBERS, ROOM 301, CITY HALL, 10 N. DIVISION STREET, FOR THE PURPOSES OF:

1. A) Providing citizens with the amount of CDBG and HOME funds that will be available and the range of activities and/or projects to be undertaken.  
(B) Providing citizens with an opportunity to express their views on housing and community development needs.  
(C) Encouraging citizens to participate in the development, evaluation and implementation of the City's Consolidated Plan, including any comments that may be deemed appropriate for modification.
2. Presenting the following projected use of funds for the 2014-2015 Community Development Block Grant and HOME Investment Partnership Grant programs:

### PROJECTED USE OF FUNDS COMMUNITY DEVELOPMENT BLOCK GRANT PROGRAM HOUSING AND INFRASTRUCTURE

1. General Administration \$98,597  
The function of this City activity is to provide necessary staffing to develop, implement and monitor the overall performance of all Community Development Block Grant programs within the City.
2. Neighborhood Planning Administration \$134,547  
This City function provides the necessary management to conduct specific studies related to the overall program design of the comprehensive planning process and the development of the Consolidated Plan involving Neighborhood Planning Councils, civic organizations, individuals, and other boards, commissions and committees.
3. Code Enforcement \$422,401  
The purpose of this activity is to provide effective staffing for the City's Neighborhood Code Compliance Division to continue its efforts to provide the citizens of Battle Creek with effective code enforcement, and to complement other Community Development activities in blighted and distressed areas. This activity will serve to arrest a decline in areas due to code violations, abandoned inoperable vehicles, citizen complaints regarding refuse and weed control and code issues related to rental properties.
4. Housing Rehabilitation - Minor Home Repair \$410,178  
This City of Battle Creek activity will provide grants and deferred loans to homeowners for necessary repairs. The primary focus will be exterior repairs for cited code violations and health and safety issues. All work will comply with HUD and EPA regulations including those that address the treatment of lead-based paint hazards, or potential hazards, and asbestos hazards. This activity also provides necessary funding to cover subsidies and defaults on all outstanding lender originated rehabilitation loans.
5. Street Reconstruction Program \$100,000  
This proposed project will affect the North Central Neighborhood. Manchester Street from Hubbard Street to Kendall Street will be reconstructed. This work will include the complete reconstruction of the bituminous surface, all concrete sidewalks, curbs and gutters.
6. Demolition Program \$95,000

STATE OF MICHIGAN  
JUDICIAL DISTRICT  
37TH JUDICIAL CIRCUIT  
COUNTY PROBATE  
ORDER FOR SERVICE BY  
PUBLICATION/POSTING AND  
NOTICE OF ACTION  
CASE NO. 13-3924-CK  
Court Address:  
161 East Michigan Avenue,  
Battle Creek, MI 49014  
Court Telephone: 269-969-6518  
Plaintiff  
Reed Investments, LLC, a  
Michigan limited liability company  
Plaintiff's Attorney  
Michael L. Lind P62135  
1346 West Columbia Avenue, #201  
Battle Creek MI 49015

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Plaintiff's Attorney  
Michael L. Lind P62135  
1346 West Columbia Avenue, #201  
Battle Creek MI 49015



# RESOLUTION

NO. 74 ADDED

A Resolution setting a Public Hearing for February 4, 2014, for the purpose of hearing public comment on Battle Creek's housing and community development needs.

**BATTLE CREEK, MICHIGAN 01/21/2014**

**Resolved by the Commission of the City of Battle Creek:**

The City of Battle Creek, in accordance with Title I of the Housing and Community Development Act of 1974, as amended, and the Cranston-Gonzalez National Affordable Housing Act of 1990, is required to obtain the views of citizens on housing and community development needs for Battle Creek, by holding a Public Hearing on its housing and community development needs prior to the proposed Annual Action Plan being published for comment.

As a basis for the Public Hearing, previous citizen input, as recorded in Appendix B of the City's 2009-2014 Consolidated Plan is available for review in the City's Inspections and Code Compliance Department during normal business hours for public review. The Inspections and Code Compliance Department is located in City Hall, Room 117, 10 North Division Street. The Consolidated Plan is also available online at [www.battlecreekmi.gov](http://www.battlecreekmi.gov) on the Community Development department webpage.

It is resolved that the Battle Creek City Commission will hold a public hearing to receive citizen comments on the City's housing and community development needs on Tuesday, February 4, 2014, at 7:00 p.m. in the City Commission Chambers, City Hall, Room 301.

I, Victoria Houser, City Clerk of the City of Battle Creek, hereby certify the above and foregoing is a true and correct copy of a Resolution adopted by the Battle Creek City Commission at a Regular Meeting held on Tuesday Jan 21, 2014.

*Victoria L. Houser*

Victoria Houser

## **Motion to approve**

Moved By: Lynn Gray City Commissioner

Supported By: Jeffrey Domenico City Commissioner

## **Votes For = 9**

Lynn Gray City Commissioner

Mark Behnke City Commissioner

Andy Helmboldt City Commissioner

Jeffrey Domenico City Commissioner

Dave Walters Mayor

Susan Baldwin City Commissioner

Dean Newsome City Commissioner

Deb Owens Vice Mayor

Michael Sherzer City Commissioner

## **MOTION APPROVED**

### ▼ **Action Summary**



**Battle Creek City Commission**

01/21/2014

## **Action Summary**

**Staff Member:** Susan Bedsole

**Department:** City Clerk

**A Resolution setting a Public Hearing for February 4, 2014, for the purpose of hearing public comment on Battle Creek's housing and community development needs.**

<="">

<="">**SUMMARY**

<="">This Resolution sets a Public Hearing to receive citizen comments on the City's housing and community development needs.

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<="">**BUDGETARY CONSIDERATIONS**

<="">There are none at this time.

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## <="">**HISTORY AND BACKGROUND**

<="">In accordance with Title I of the Housing and Community Development Act of 1974, as amended and the Cranston-Gonzalez National Affordable Housing Act of 1990, the City of Battle Creek is required to obtain the views of citizens on housing and community development needs for Battle Creek, by holding a Public Hearing on its housing and community development needs prior to the proposed Annual Action Plan being published for comment.

<="">As a basis for the Public Hearing, previous citizen input, as recorded in Appendix B of the City's 2009-2014 Consolidated Plan is available for review in the City's Inspections and Code Compliance Department during normal business hours for public review. The Inspections and Code Compliance Department is located in City Hall, Room 117, 10 North Division Street. The Consolidated Plan is also available online at [www.battlecreekmi.gov](http://www.battlecreekmi.gov) on the Community Development department webpage.

Notice of the Public Hearing and the availability of Appendix B of the City's 2009-2014 Consolidated Plan will be published in the Battle Creek Shopper News on January 16, 2014. In addition, letters targeting Neighborhood Planning Councils will be produced to give notice of this Public Hearing to those affected by these Federal funds. Notice of this Public Hearing will also be sent for publishing in a local Hispanic newspaper.

The Public Hearing and notices, as outlined above adhere to the HUD regulations regarding community engagement.

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## <="">**ATTACHMENTS**





# Minutes: Battle Creek City Commission

**Meeting Date:** Tue February 04, 2014 07:00 PM  
**Location:** Commission Chambers City Hall  
**Chair:** Dave Walters - Mayor  
**Prepared By:** Victoria Houser - City Clerk

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## **Attendance Committee Members:**

Lynn Gray City Commissioner  
Mark Behnke City Commissioner  
Andy Helmboldt City Commissioner  
Jeffrey Domenico City Commissioner  
Dave Walters Mayor  
Susan Baldwin City Commissioner  
Dean Newsome City Commissioner  
Deb Owens Vice Mayor  
Michael Sherzer City Commissioner

## **Attendance Staff:**

Bedsole, Susan - Community Services Director  
Houser, Victoria - City Clerk  
Steele, Jill - City Attorney  
Tsuchiyama, Ken - City Manager

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## **INVOCATION**

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## **PLEDGE OF ALLEGIANCE**

The Pledge of Allegiance was led by Boy Scout Troop 325.

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## **CHAIR NOTES ADDED OR DELETED RESOLUTIONS**

There were no added or deleted resolutions.

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## **PUBLIC COMMENT REGARDING CONSENT AGENDA**

There were no public comments.

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## **COMMISSION COMMENT REGARDING MEETING BUSINESS**

There were no Commission comments.


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## **CONSENT AGENDA**


### **1. January 21, 2014 Battle Creek City Commission Meeting**

Click for detail --> 

### **2. City Manager's February 4, 2014, Agenda Report**

Click for detail --> 

### **75. A Resolution approving the Battle Creek Tax Increment Finance Authority Annual Report for Fiscal Year 2012-2013.**

Click for detail --> 

### **76. A Resolution appointing a member to the Special Assessment Review Board.**

Click for detail --> 

### **77. Appointing a Commissioner to the Police and Fire Retiree Health Care Insurance Board.**

Click for detail --> 

### **78. A Resolution setting a Public Hearing for March 4, 2014, for the purpose of receiving citizen input on the proposed budget for the City's 2014-15 Community Development Block Grant and HOME Programs.**

Click for detail --> 

### **Motion to approve**

Moved By: Andy Helmboldt City Commissioner

Supported By: Dean Newsome City Commissioner

### **Votes For = 9**

Lynn Gray City Commissioner

Mark Behnke City Commissioner

Andy Helmboldt City Commissioner

Jeffrey Domenico City Commissioner

Dave Walters Mayor

Susan Baldwin City Commissioner

Dean Newsome City Commissioner

Deb Owens Vice Mayor

Michael Sherzer City Commissioner

### **MOTION APPROVED**

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## **PETITIONS COMMUNICATIONS REPORTS**


The Clerk's Office received communications from Timothy Czerny of EPI, Jeff Newhouse of Walters-Dimmick Petroleum, and Wenda Dissinger, all expressing their support for the

commemorative designation of a portion of Wayne Road as "Bob Randels Way."

<="">

## **PUBLIC HEARING**


### **1. A Public Hearing to receive citizen input on the proposed establishment of on Obsolete Property Rehabilitation District for the DeMaagd Property Company, LLC.**

Click for detail --> 

Mayor Walters declared the Public Hearing open and asked if there were any public comments.

Hearing no public comments, Mayor Walters declared the Public Hearing closed.

### **2. A Public Hearing on the request for commemorative designation of a portion of Wayne Road as "Bob Randels Way".**

Click for detail --> 

Mayor Walters declared the Public Hearing open and asked if there were any public comments.


David Moore stated he thought this was a nice thing to do, but expressed concern it could lead to future problems.

Sheri Harris expressed her support of the honorary designation, noting Mr. Randels' contributions to the community for more than 35 years.

Sherii Sherban also expressed her support for the commemorative renaming of the road to honor Mr. Randels.

Hearing no additional public comments, Mayor Walters declared the Public Hearing closed.

### **3. A Public Hearing for the purpose of hearing public comment on Battle Creek's housing and community development needs.**

Click for detail --> 

Mayor Walters declared the Public Hearing open and asked if there were any public comments.

David Moore stated this service is needed by lower income residents.

Robert Ashley, 24 LaSalle, expressed his concerns that so many City sidewalks have not been cleared, stating this is making it very difficult for people without vehicles to get around.


Hearing no additional public comments, Mayor Walters declared the Public Hearing closed.

<="">

## **INTRODUCTION OF ORDINANCES**



**3-2014. An Ordinance to amend Chapter 882 Real Estate Taxation to add Section 882.16 which will grant a Payment in Lieu of Taxes to the Village at Irving Park.**

Click for detail --> 

David Moore expressed his concern the business would get a tax break but the renters do not.

Comm. Newsome inquired as to the current rate of property taxes on this property, inquiring as to the amount of property taxes that may be lost.

Ms. Steele commented that the PILOT payment for 2012 would have been \$5,399, with an estimate of future PILOT payments in 2014 of \$6,000, resulting in a difference of \$9,189 from property tax collection.

Comm. Sherzer expressed his concern the PILOT was for 35 years, asking if it could be a shorter term, also asking if the agreement could be terminated if the property became more desirable.

Ms. Steele noted this development was subject to income and rent restrictions as required by their mortgage, and that the development met the conditions of the PILOT statute exempting them from property taxes, but allowing an annual service charge to the City for public services in lieu of property tax payments. Ms. Steele noted the PILOT agreement could be terminated if the terms of the agreement were not met in the future, noting that as long as the project met the income and rent restrictions under the PILOT statute, they would qualify for the PILOT.

**Motion to approve**

Moved By: Andy Helmboldt City Commissioner

Supported By: Dean Newsome City Commissioner

**Votes For = 9**

Lynn Gray City Commissioner

Mark Behnke City Commissioner

Andy Helmboldt City Commissioner

Jeffrey Domenico City Commissioner

Dave Walters Mayor

Susan Baldwin City Commissioner

Dean Newsome City Commissioner

Deb Owens Vice Mayor

Michael Sherzer City Commissioner

**MOTION APPROVED**

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**RESOLUTIONS**

**79. A Resolution approving a request for commemorative designation of a portion of Wayne Road as ' Bob Randels Way'.**

Click for detail --> 

David Moore stated he is not against the honorary naming of the street, noting he was just concerned that this could get out of hand.

Sheri Harris expressed her support, stating Mr. Randels has served the community, stating the recognition was well deserved.

Comm. Helmboldt thanked Mr. Randels for his service to the community, noting the City rarely offers commemorative designations of streets, stating he felt this was a great way to honor Mr. Randels' years of service.

Comm. Domenico expressed his support for the resolution, stating Mr. Randels went above and beyond for our community, stating it was a privilege to know him.

**Motion to approve**

Moved By: Andy Helmboldt City Commissioner  
Supported By: Dean Newsome City Commissioner

**Votes For = 9**

Lynn Gray City Commissioner  
Mark Behnke City Commissioner  
Andy Helmboldt City Commissioner  
Jeffrey Domenico City Commissioner  
Dave Walters Mayor  
Susan Baldwin City Commissioner  
Dean Newsome City Commissioner  
Deb Owens Vice Mayor  
Michael Sherzer City Commissioner

**MOTION APPROVED**

**80. A Resolution recommending the City Commission's approval and adoption of the City of Battle Creek Parks and Recreation Master Plan 2014-2018.**

Click for detail --> 

Comm. Helmboldt thanked staff for their work on the plan, expressing appreciation for their consideration of all public comments.

**Motion to approve**

Moved By: Andy Helmboldt City Commissioner  
Supported By: Dean Newsome City Commissioner

**Votes For = 9**

Lynn Gray City Commissioner

Mark Behnke City Commissioner  
Andy Helmboldt City Commissioner  
Jeffrey Domenico City Commissioner  
Dave Walters Mayor  
Susan Baldwin City Commissioner  
Dean Newsome City Commissioner  
Deb Owens Vice Mayor  
Michael Sherzer City Commissioner

## **MOTION APPROVED**

### **81. A resolution establishing Obsolete Property Rehabilitation District No. 12**

Click for detail --> 

#### **Motion to approve**

Moved By: Andy Helmboldt City Commissioner  
Supported By: Dean Newsome City Commissioner

#### **Votes For = 9**

Lynn Gray City Commissioner  
Mark Behnke City Commissioner  
Andy Helmboldt City Commissioner  
Jeffrey Domenico City Commissioner  
Dave Walters Mayor  
Susan Baldwin City Commissioner  
Dean Newsome City Commissioner  
Deb Owens Vice Mayor  
Michael Sherzer City Commissioner

## **MOTION APPROVED**

### **82. A resolution authorizing Change Order #3 to the City's Energy Services Agreement with Ameresco, Inc., in the not-to-exceed amount of \$2,685,663.00.**

Click for detail --> 

David Moore expressed his disagreement with the rehabilitation of the Arena, stating the funds should be used for lower income residents and local schools instead.

Robert Ashley, 24 LaSalle, stated he does not understand the resolution, asking if the City was paying \$2.6 million more than the original contract. Mr. Ashley also asked if Cereal City Development was borrowing money from the City for the arena, asking if Ted Dearing was currently managing Cereal City Development.

Comm. Newsome requested Mr. Ashley's questions be addressed.

Mr. Tsuchiyama stated the rehabilitation funds were part of the Capital Improvement Bond, noting former Assistant City Manager Jim Ritsema was previously the board chair of Cereal City Development Corporation, a volunteer positions.

Comm. Helmboldt stated the original agreement for the arena was \$3,000,000, noting the costs of the energy improvements to the arena are \$2,685,663.

Mr. Tsuchiyama stated the contract allowed change orders so that other city facilities could be added, stating prior change orders addressed the improvements to retail space at 80 W. Michigan and to replace the filter media for the Full Blast pools. Mr. Tsuchiyama noted this change order adds energy improvements to the Kellogg Arena, noting the original estimate for energy improvements at just the arena were \$3,000,000. Mr. Tsuchiyama also stated the savings from the contract reduction could be used for other projects included in the Capital Improvement Bond.

### **Motion to approve**

Moved By: Andy Helmboldt City Commissioner

Supported By: Dean Newsome City Commissioner

### **Votes For = 9**

Lynn Gray City Commissioner

Mark Behnke City Commissioner

Andy Helmboldt City Commissioner

Jeffrey Domenico City Commissioner

Dave Walters Mayor

Susan Baldwin City Commissioner

Dean Newsome City Commissioner

Deb Owens Vice Mayor

Michael Sherzer City Commissioner

### **MOTION APPROVED**

**83. A resolution adopting recommended discontinuation of Job Access Reverse Commute (JARC) services to the Beckley Road area (Beckley Road Express and the Beckley Road Circulator) as well as providing one night van for Job Access) due to changes in Federal and State funding.**

Click for detail --> 

David Moore expressed his opinion the City's funds should be used to fund 2 additional Handi-Vans instead of the Parks and Recreation projects and the arena. Mr. Moore stated transit was a necessity, whereas the arena was not.

Comm. Baldwin, as Chair of the Public Transportation Committee, thanked the Committee members and staff for their time and dedication to finding a solution to the elimination of the JARC service. Comm. Baldwin noted the Job Access Reverse Commute service was put into place in 2010 with federal and state funding, with the purpose of providing job transportation for

residents to go to, and return from, work. Comm. Baldwin noted the Transit survey indicated that a very small percentage of the ridership was for jobs, stating the majority used the service for shopping, which was not the purpose of the federal and state funding. Comm. Baldwin further stated that with the loss of \$500,000 in funding, the Committee agreed with the Transit staff's recommendation to find a way to continue to provide some service to the Beckley Road corridor, although at a reduced frequency.

Comm. Domenico stated the Committee and the staff spent a lot of time deliberating while looking for a solution, stating the committee will continue to look for other opportunities, improvements and solutions.

Comm. Helmboldt expressed his support of the resolution, noting that although the JARC service would be terminated, the committee worked together to provide alternate solutions in lieu of the funding loss, noting these solutions provided better service than the City had before the JARC service began. Comm. Helmboldt thanked the residents and staff for attending the meetings and offering input.

Vice Mayor Owens expressed her appreciation to the Public Transportation Committee for their work, stating she understood the cutbacks. Vice Mayor Owens requested the committee look to local specialized services agencies to assist with transportation, stating it is difficult for residents to get around our community when they do not have automobiles.

Comm. Helmboldt confirmed the non-profit service agencies recognized the transportation needs of the residents, stating they were leading a workshop on local transportation issues.

### **Motion to approve**

Moved By: Andy Helmboldt City Commissioner

Supported By: Dean Newsome City Commissioner

### **Votes For = 9**

Lynn Gray City Commissioner

Mark Behnke City Commissioner

Andy Helmboldt City Commissioner

Jeffrey Domenico City Commissioner

Dave Walters Mayor

Susan Baldwin City Commissioner


Dean Newsome City Commissioner

Deb Owens Vice Mayor

Michael Sherzer City Commissioner

### **MOTION APPROVED**

**84. A Resolution of Intent to apply for State financial assistance for Battle Creek Transit for FY 2014 - 2015 under Act No. 51 of the Public Acts of 1951, as amended.**

Click for detail --> 

David Moore stated he feels the City should fund necessary programs like Transit, not the arena.

**Motion to approve**

Moved By: Andy Helmboldt City Commissioner

Supported By: Dean Newsome City Commissioner

**Votes For = 9**

Lynn Gray City Commissioner

Mark Behnke City Commissioner

Andy Helmboldt City Commissioner

Jeffrey Domenico City Commissioner

Dave Walters Mayor

Susan Baldwin City Commissioner


Dean Newsome City Commissioner

Deb Owens Vice Mayor

Michael Sherzer City Commissioner

**MOTION APPROVED**

**85. A Resolution supporting the submittal of applications to the Michigan Department of Transportation (MDOT) for FY 2015 Specialized Services and Section 5310 funds.**

Click for detail --> 

David Moore stated he would like additional information on this resolution.

**Motion to approve**

Moved By: Andy Helmboldt City Commissioner

Supported By: Dean Newsome City Commissioner

**Votes For = 9**

Lynn Gray City Commissioner

Mark Behnke City Commissioner

Andy Helmboldt City Commissioner

Jeffrey Domenico City Commissioner

Dave Walters Mayor

Susan Baldwin City Commissioner

Dean Newsome City Commissioner

Deb Owens Vice Mayor

Michael Sherzer City Commissioner

**MOTION APPROVED**

**GENERAL PUBLIC COMMENT**

Brett Myers, Capital AVE SW, discussed concerns with Waste Management's service, stating they often leave garbage strewn on his street and driveway, stating they have also broken 2 of his refuse containers, both times telling him that he needs to address this with the City. Mr. Myers recommended the City open the refuse contract up to bid to assure the residents receive the best service and costs, also requesting someone contact him to have his two receptacles replaced.

David Moore stated he felt the Commissioners are more concerned with big business, than residents.

Robert Ashley, 24 LaSalle, stated it did not matter why the riders were on the buses, shopping was as acceptable as jobs, stating all citizens need rides.

Joel Fulton, Capital Ave SW 529, expressed his concerns that snow was not being plowed as well as it should be, stating it has gotten worse due to staff and equipment reductions over the last several years. Mr. Fulton stated the City had a responsibility to keep the streets clear so that commerce could continue, noting this impacts all of the City's businesses and residents. <="">

### **COMMISSION COMMENTS**

Comm. Baldwin stated she understands residents' frustrations with snow clearing, noting she has also heard a lot of positive comments, stating it is a challenge this year due to the large amount of snow, thanking DPW staff for their hard work during the extreme weather.

Comm. Gray announced the next edition of Keeping You Informed would discuss City snow and ice operations, with guests Todd Gerber, Streets & Parks Superintendent, and Susan Bedsole, Community Services Director. Comm. Gray stated the City has over 300 miles of roads to maintain, and given the extreme snowfall this year, she understands the residents' frustrations and concerns, noting the continued work of the DPW staff. Comm. Gray invited everyone to view the program Wednesday evenings at 6:00pm, or on demand, on AccessVision on channel 17.

Comm. Domenico requested the Commission consider a formalized way to assure that questions, concerns and complaints during public comment are addressed, recommending the Communications staff person attend the Commission meetings and create a system that assures staff is held accountable for a timely response.

Mr. Tsuchiyama noted comment cards are located at the back of Commission Chambers, stating department managers will respond to the residents' concerns, stating he does not want all of the responsibility to fall to one person.

Comm. Gray stated the Meeting Rules Committee could address implementing policies regarding staff follow-up to resident concerns and questions.

Comm. Helmboldt agreed the Rules Committee would be the appropriate committee to address a policy, stating all of staff and Commission needed to assure residents receive a response within

an appropriate time period.

Comm. Domenico thanked Ms. Steele for her assistance earlier in the day, stating he would like to add a resolution, expressing his concern with a 10 year contract extension with Waste Management, stating he wanted to ensure the constituents have the best contract, best price and best service.

**A Resolution that the City Manager not sign a two year extension of the current contract with Waste Management and instead follow the sealed competitive bid process pursuant to Chapter 208 for a 5- year contract for Residential Waste as permitted in Ordinance 1064.43.**

### **Motion to Approve**

Moved By: Jeffrey Domenico City Commissioner

Supported By: Deb Owens City Commissioner

Mayor Walters opened the discussion to Public Comment.

Kevin Kendall, Republic Service, stated his company would like to bid the contract for refuse services.

David Moore stated the Commission should inform the residents a little more.

Robert Ashley, 24 LaSalle, expressed his agreement that the refuse service should be open to bid.

Joel Fulton, 529 Capital SW, stated he does not appreciate that residents were charged for refuse service for the entire month of January, although one week of service was cancelled. Mr. Fulton expressed his support to opening the bid process for waste refuse service.

Autumn Smith, 9 Birchwood, expressed her support of a competitive bid, recommending background checks and investigations be completed so that no conflict of interest would favor any of the companies that bid.

Mr. Tsuchiyama noted a bid of this magnitude should be advertised for about a month, stating the Purchasing Department would review the bids with the contract administrator, the Utilities Director, in this case. Mr. Tsuchiyama stated the lowest responsive, responsible bid would be presented to the Commission for approval.

Comm. Newsome asked if the current contract with Waste Management had a provision for a bridge to extend the contract, expressing his concern there is not a lapse of service during the bidding process.

Mr. Tsuchiyama stated the current contract does not have a bridge provision.

Comm. Helmboldt asked if Waste Management had been approached regarding a short term



extension during the possible bidding process.

Mr. Tsuchiyama stated Waste Management had not been asked about a bridge provision, stating they approached the City several months ago regarding a 10 year extension, stating the administration intended to execute the contract renewal, noting the contract extension was also recommended by the Sustainable BC Committee. Mr. Tsuchiyama stated it is now at a point where it is extremely difficult to put together a bid process in time to have things in place if there is a switch to a new contractor, stating it would take some time to transition with the current contractor's and new contractor's refuse and recycling containers. Mr. Tsuchiyama stated he understood the need to be fair to all service providers.

Comm. Domenico recommended the administration request Waste Management agree to a 60 day bridge to provide service, stating he believed they would be agreeable.

Comm. Baldwin stated she understood everyone's concerns with a 10 year contract, stating this was very short notice to handle a contract of this magnitude, serving over 17,000 households. Comm. Baldwin expressed her concern the City not be unfair to a contractor that has revealed all of his prices, noting all of his competitors will have his information, questioning if this poses any legal exposure to the City. Comm. Baldwin recommended the City allow additional time to consider a two year extension, noting Waste Management's proposed investment in larger recycling carts and the CNG fueling stations. Comm. Baldwin stated she was looking for a solution that does not put staff and contractors through a lengthy process, while allowing additional time for the bid process.

Mr. Tsuchiyama stated the City could ask Waste Management to consider an extension to the current contract while allowing a new contract to be bid. Mr. Tsuchiyama noted this is a busy time of year for the Purchasing Department, stating a lot of DPW bids are processed at this time, noting also a recent death in the department, leaving only two people in the office. Mr. Tsuchiyama expressed concern the addition of this contract bid may negatively impact the processing of other bids, notably street, water and sewer construction.

**A motion was made by Comm. Gray, supported by Comm. Newsome, to postpone the current motion until February 18, 2014 to allow staff time to obtain additional information, providing for an earlier meeting if needed.**

Comm. Domenico stated it was not certain that a bid couldn't be processed quickly for the refuse service, stating the City should be more proactive in their processes, doing what is best for the residents.

Comm. Helmboldt expressed his support to postpone the resolution, believing that Waste Management would be willing to extend their current contract, stating it would not be responsible to approve this resolution without an alternate plan.

Comm. Baldwin noted a special Commission meeting could be called if needed.

Comm. Sherzer stated he understood that Waste Management was seeking the 10 year contract

extension due to the large investment in the recycling carts and the CNG fueling station, stating it was uncertain a 5 year contract would allow Waste Management enough to complete their investment. Comm. Sherzer stated he would support a 2 year contract extension, stating he would not support postponing the resolution.

Comm. Baldwin proposed a friendly amendment to postpone the resolution to February 18, 2014 unless additional information indicated the Commission should meet sooner. Comm. Newsome supported the friendly amendment.

### **Motion to postpone**

Moved By: Lynn Gray City Commissioner

Supported By: Dean Newsome City Commissioner

### **Votes For = 5**

Lynn Gray City Commissioner

Andy Helmboldt City Commissioner

Susan Baldwin City Commissioner

Dean Newsome City Commissioner

Deb Owens Vice Mayor

### **Votes Against = 4**

Mark Behnke City Commissioner

Jeffrey Domenico City Commissioner

Dave Walters Mayor

Michael Sherzer City Commissioner

### **MOTION APPROVED**

Comm. Helmboldt expressed his concern the City provide the best refuse and recycling service, not simply the lowest cost service, asking what other processes might take into consideration the other benefits the service provides.

Mr. Tsuchiyama stated Requests for Proposals may allow for the consideration of the other services that may be provided, noting he was not aware of any contract similar to this, stating they would need to determine the criteria to evaluate in the proposals.

Ms. Steele noted there was a provision in the purchasing chapter of the ordinance that allows the administration to look at the mechanics of the proposal .

Comm. Helmboldt recommended the City look creatively at the proposal to find the best value for all of the residents, stating the lowest bid may not guarantee this.

Comm. Newsome noted there are 2 models of requests for proposals, lowest cost or best value, stating the City should look at this for all contracts being considered.

Comm. Baldwin noted the City's RFPs are considered based upon lowest responsive, responsible bid, not just cost.

Comm. Behnke requested a closed session, in accordance with provision 4.4 of the City Manager's employment agreement with the City of Battle Creek.

**A Resolution setting a Closed Session following the regular City Commission Meeting on Tuesday, February 4, 2014 to discuss the City Manager's employment contract with the City of Battle Creek.**

**Motion to approve**

Moved By: Mark Behnke City Commissioner

Supported By: Jeffrey Domenico City Commissioner

Ms. Steele noted the resolution was to approve a Closed Session, noting provision 15.26A of the City Manager's contract allows the City Manager to request a closed session to discuss various issues, noting no formal action would be taken during the closed session.

The Commission determined the full Commission would be in attendance, as would the City Manager and the City Attorney, with no other City staff in attendance.

Vice Mayor Owens asked if there would be any reason for the Commission to reconvene following the closed session.

Ms. Steele stated the Commission would reconvene only if there was a decision to take action.

**Votes For = 9**

Lynn Gray City Commissioner

Mark Behnke City Commissioner

Andy Helmboldt City Commissioner

Jeffrey Domenico City Commissioner

Dave Walters Mayor

Susan Baldwin City Commissioner

Dean Newsome City Commissioner

Deb Owens Vice Mayor

Michael Sherzer City Commissioner

**MOTION APPROVED**

Vice Mayor Owens asked if there were discussions with other townships' participation in Transit.

Comm. Domenico stated he has talked with Emmett Township, stating he feels there may be an

opportunity for discussion.

Comm. Helmboldt noted Transit staff has talked with businesses in Fort Custer regarding transportation for their staff.

Mayor Walters announced the first Work Session of 2014, February 18, 2014, noting they would be held every other month, just prior to the Commission meetings, in Room 302A at 5:30pm. Mayor Walters stated the topics of the first work session would be snow removal and the availability of City Commission Chambers for town hall meetings with Michigan elected officials.

<="">

### **ADJOURNMENT**

Mayor Walters adjourned the meeting at 8:50 PM.



# RESOLUTION

NO. 78

A Resolution setting a Public Hearing for March 4, 2014, for the purpose of receiving citizen input on the proposed budget for the City's 2014-15 Community Development Block Grant and HOME Programs.

**BATTLE CREEK, MICHIGAN 02/04/2014**

**Resolved by the Commission of the City of Battle Creek:**

The City of Battle Creek, in accordance with Title I of the Housing and Community Development Act of 1974, as amended, and the Cranston-Gonzalez National Affordable Housing Act of 1990, is required to hold a public hearing to receive citizen comments on the proposed budget and projected use of funds for the Community Development Block Grant (CDBG) and HOME Program funds.

Community Development Department Staff have reviewed the grant applications and have made recommendations based upon the submitted applications. The proposed budget and projected use of funds will be published for citizen review and input.

It is resolved that the Battle Creek City Commission will hold a public hearing to receive citizen comments on the City's proposed budget and projected use of funds on Tuesday, March 4, 2014, at 7:00 p.m. in the City Commission Chambers, City Hall, Room 301.

I, Victoria Houser, City Clerk of the City of Battle Creek, hereby certify the above and foregoing is a true and correct copy of a Resolution adopted by the Battle Creek City Commission at a Regular Meeting held on Tuesday Feb 04, 2014.

*Victoria L. Houser*

Victoria Houser

**Motion to approve**

Moved By: Andy Helmboldt City Commissioner  
Supported By: Dean Newsome City Commissioner

**Votes For = 9**

Lynn Gray City Commissioner  
Mark Behnke City Commissioner  
Andy Helmboldt City Commissioner  
Jeffrey Domenico City Commissioner  
Dave Walters Mayor  
Susan Baldwin City Commissioner  
Dean Newsome City Commissioner  
Deb Owens Vice Mayor  
Michael Sherzer City Commissioner

**MOTION APPROVED**

▼ **Action Summary**



**Battle Creek City Commission**  
02/04/2014

## **Action Summary**

**Staff Member:** Chris Lussier, Community  
Development Supervisor  
**Department:** Planning and Community Development

**A Resolution setting a Public Hearing for March 4, 2014, for the purpose of receiving citizen input on the proposed budget for the City's 2014-15 Community Development Block Grant and HOME Programs.**

<="">

<="">**SUMMARY**

<="">This Resolution sets a Public Hearing to receive citizen comment on the proposed budget and use of funds for the 2014-15 Community Development Block Grant (CDBG) and Home Investment Partnership Program.

<="">

## **<="">BUDGETARY CONSIDERATIONS**

<="">There are no General Fund Budgetary considerations at this time.

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<="">

## **<="">HISTORY AND BACKGROUND**

<="">The City of Battle Creek is requesting to set a Public Hearing for March 4, 2014, on the Proposed Budget for the Community Development Block Grant (CDBG) and HOME Program. This public hearing is in accordance with the adopted Community Development Citizen Participation Plan.

<="">Notice of this public hearing and the proposed budget was published in the Battle Creek Shopper News on February 6, 2014. A second notice of this public hearing will be published in the Battle Creek Shopper News on February 20, 2014. The required 30 day comment period began on February 7, 2014 and will end on March 9, 2014. The funding recommendations from City staff are attached.

<="">At this time, the U.S. Department of Housing and Urban Development (HUD) has not issued information on the amount of funding each community will receive for the 2014-15 program year. City staff are estimating the total HUD FY 2014-15 allocation to the City of Battle Creek to be as follows:

<="">Community Development Block Grant - \$1,165,723

<="">HOME Investment Partnership Program - \$265,065

<="">The City has experienced a reduction in CDBG and HOME program funding from prior year levels. In fact, the City has suffered a 36% reduction in CDBG funding levels and a 50% reduction in the HOME program funding levels since 2002.

<="">In prior years HUD has advised all entitlement communities of anticipated funding levels for “planning purposes.” As is true each year, HUD urges grantees to provide, in their Annual Action Plans, a means to adjust funding levels up or down to account for any change in the final allocation amounts.

<="">To that end, should the actual HUD allocation to the City differ from the above anticipated amounts, City Community Development Staff shall make proportional adjustments to the funding levels for the programs approved by the City Commission to receive funding.

<="">Copies of the proposed budget are available for review in the Battle Creek Community Development Department, City Hall, 10 N Division Street Room 117, Battle Creek, MI.



# Minutes: Battle Creek City Commission

**Meeting Date:** Tue March 04, 2014 07:00 PM  
**Location:** Commission Chambers City Hall  
**Chair:** David A. Walters - Mayor  
**Prepared By:** Victoria Houser - City Clerk

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## **Attendance Committee Members:**

Lynn Gray City Commissioner  
Mark Behnke City Commissioner  
Andy Helmboldt City Commissioner  
Jeffrey Domenico City Commissioner  
Dave Walters Mayor  
Susan Baldwin City Commissioner  
Dean Newsome City Commissioner  
Deb Owens Vice Mayor  
Michael Sherzer City Commissioner

## **Attendance Staff:**

Bedsole, Susan - Interim City Manager  
Blocker, Jim - Interim Police Chief  
Claggett, Russell - Employee Relations Director  
Dopp, Chris - City Engineer  
Houser, Victoria - City Clerk  
Lussier, Chris - Community Development Supervisor  
Morrison, Linda - Interim Assistant City Manager/Finance Director  
Smith, Kevin - Revenue Services Manager  
Steele, Jill - City Attorney

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## **INVOCATION**

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## **PLEDGE OF ALLEGIANCE**

The Pledge of Allegiance was led by Comm. Gray.

<="">

## **PROCLAMATIONS/AWARDS**

### **1. Proclaiming the week of March 2-8, 2014, as "Women in Construction Week".**

Click for detail --> 


Mayor Walters proclaimed the week of March 2-8, 2014 as "Women in Construction Week."

<="">

## **PRESENTATION**



## **1. Acknowledgement and Recognition of members of Delta Sigma Theta Sorority, Inc.**

Click for detail --> 

Commissioner Gray, President of the Battle Creek chapter of the Delta Sigma Theta Sorority, thanked the Commission for the work they do in the community. Comm. Gray also acknowledged her Sorority Sisters, thanking them for their service to the community, inviting everyone to refreshments after the meeting.

<="">

## **CHAIR NOTES ADDED OR DELETED RESOLUTIONS**

There were no added or deleted resolutions.

<="">

## **PUBLIC COMMENT REGARDING CONSENT AGENDA**

There were no public comments.

<="">

## **COMMISSION COMMENT REGARDING MEETING BUSINESS**


Comm. Helmboldt requested resolution #98 be pulled from the consent agenda.

Vice Mayor Owens requested resolution #97 be pulled from the consent agenda.


<="">

## **CONSENT AGENDA**

### **1. February 18, 2014 Battle Creek City Commission Meeting**

Click for detail --> 

### **2. February 18, 2014 Battle Creek City Commission Meeting**

Click for detail --> 

### **3. City Manager's March 4, 2014, Agenda Report**

Click for detail --> 

### **4. Ambulance Report January 2014**

Click for detail --> 


**95. A resolution authorizing a change order to contract # 2014-024B for High Voltage Equipment from Schneider Electric, USA, Inc., in a not-to-exceed amount of \$62,290.00.**

Click for detail --> 


**96. A Resolution authorizing the City Manager to execute a Second Renewal of License to Use City Property Agreement with SEMCO Energy for the purpose of continuing to maintain environmental installations on City property.**

Click for detail --> 

**99. A Resolution appointing a City of Battle Creek representative to the Consolidated Dispatch Authority Governing Board.**

Click for detail --> 

**100. A resolution appointing Chief Information Officer Dan Ryan as the City of Battle Creek representative on the Local Revenue Sharing Board as identified in the Amendment to the Tribal Gaming Compact between the State of Michigan and the Nottawaseppi Huron Band of Potawatomi Indians.**

Click for detail --> 

**101. A Resolution appointing Susan Bedsole to various Boards of Directors to serve on in her capacity as Interim City Manager.**

Click for detail --> 

**Motion to approve**

Moved By: Susan Baldwin City Commissioner

Supported By: Mark Behnke City Commissioner

**Votes For = 9**

Lynn Gray City Commissioner

Mark Behnke City Commissioner

Andy Helmboldt City Commissioner

Jeffrey Domenico City Commissioner

Dave Walters Mayor

Susan Baldwin City Commissioner

Dean Newsome City Commissioner

Deb Owens Vice Mayor

Michael Sherzer City Commissioner

**MOTION APPROVED**

<="">

**PUBLIC HEARING**

**1. A Public Hearing to receive citizen input on the proposed budget for the City's 2014-15 Community Development Block Grant and HOME Programs.**

Click for detail --> 


Robert Ashley, 24 La Salle, questioned the \$115,000 funded to NIBC for the HOME acquisition and rehab program, asking if the program was successful, or still in place.

David Moore, 102 Taylor, requested additional information regarding this grant program.

<="">

**RESOLUTIONS**

**97. A Resolution appointing a member to the Bicycle Advisory Committee.**

Click for detail --> 

Vice Mayor Owens stated Chad Curtis was a well respected and engaged local business owner, resident and community participant, stating he would be a good representative for the City.

Mayor Walters noted Mr. Curtis attended his first Bicycle Advisory Committee the prior month and was actively assisting him to plan events for May, Bike Month.

### **Motion to approve**

Moved By: Susan Baldwin City Commissioner

Supported By: Mark Behnke City Commissioner

### **Votes For = 9**

Lynn Gray City Commissioner

Mark Behnke City Commissioner

Andy Helmboldt City Commissioner

Jeffrey Domenico City Commissioner

Dave Walters Mayor

Susan Baldwin City Commissioner


Dean Newsome City Commissioner

Deb Owens Vice Mayor

Michael Sherzer City Commissioner

### **MOTION APPROVED**

### **98. A Resolution creating and appointing members to serve on the City Manager Search Committee for the purpose of recommending a process to the entire City Commission for selecting the next City Manager.**

Click for detail --> 

Mr. Moore expressed his opinion the City Manager position should be put to a vote of the residents.

Autumn Smith, 9 Birchwood, stated she felt the recent retirements provided an opportunity for the City and the community to move forward. Ms. Smith also encouraged residents to become involved in the process, especially if they wanted to see change. Lastly, Ms. Smith requested the Commission keep the City Manager search process open and transparent.

Kaytee Faris, 25 Fremont St., expressed her agreement with Ms. Smith, stating this was an opportunity to gain better leadership, to involve and engage the public in the search for a new leader.

Robert Ashley, 24 LaSalle, stated that although the search was a big task for the committee, he had complete faith in the committee, knowing they will help the City and staff move pass the resignation of the prior City Manager. Mr. Ashley encouraged the committee and the

Commission to make all committee documents available on line. Mr. Ashley also requested the City publish the notices in the Battle Creek Shopper so that as many people are aware of the meetings as possible.

Mayor Walters stated all of the Commissioners volunteered to be on the committee, noting he chose Comm. Baldwin to chair the committee, appointing Vice Mayor Owens and Commissioners Newsome and Sherzer to serve on the committee.

Comm. Baldwin thanked Mayor Walters for choosing her as chair of the committee, stating she had been through the process before, stating the committee invited input from everyone in the community.

Comm. Helmboldt expressed his support and confidence the committee would rise to the opportunity, stating he looked forward to moving ahead.

Comm. Domenico stated he hoped the committee considered the City employees' concerns for the position, stating this will help to remove the stigma the City is currently facing.

Ms. Bedsole emphasized the City's commitment to providing all communications related to this committee.

### **Motion to approve**

Moved By: Susan Baldwin City Commissioner

Supported By: Mark Behnke City Commissioner

### **Votes For = 9**

Lynn Gray City Commissioner

Mark Behnke City Commissioner

Andy Helmboldt City Commissioner

Jeffrey Domenico City Commissioner

Dave Walters Mayor

Susan Baldwin City Commissioner


Dean Newsome City Commissioner

Deb Owens Vice Mayor

Michael Sherzer City Commissioner

### **MOTION APPROVED**

**102. A resolution accepting the lowest responsive, responsible bid for 2014 Chip Seal Project from Pavement Maintenance Systems, LLC, in an estimated amount of \$593,228.30, with unit prices prevailing.**

Click for detail --> 

David Moore questioned the high costs of this project, requesting more information on the project.

Comm. Baldwin recommended everyone go to the City website to find a list of scheduled street treatments for 2014, noting department contact information is also available.

Comm. Helmboldt stated \$49,000 of this cost would be paid for from the Capital Improvement Bonds for rebuilding park infrastructure at the Leila Arboretum.

**Motion to approve**

Moved By: Susan Baldwin City Commissioner  
Supported By: Mark Behnke City Commissioner

**Votes For = 9**

Lynn Gray City Commissioner  
Mark Behnke City Commissioner  
Andy Helmboldt City Commissioner  
Jeffrey Domenico City Commissioner  
Dave Walters Mayor  
Susan Baldwin City Commissioner  
Dean Newsome City Commissioner  
Deb Owens Vice Mayor  
Michael Sherzer City Commissioner

**MOTION APPROVED**

**103. A Resolution authorizing a Development Agreement with the Cereal City Hoopsters for improvements at Claude Evans Park.**

Click for detail --> 

Sam Gray, 245 Irving Park Drive, noted the Cereal City Hoopsters have done a lot of improvements with help from local businesses and residents, requesting the Parks and Recreation Department look into the drain problems during heavy rains.

David Moore expressed his opinion the city should focus on the residents' necessities, stating parks are great, but not a necessity.

Comm. Sherzer asked who would fund the future maintenance of the improvements and the sprinkling system.

Kevin Smith, Revenue Services Manager, Parks and Recreation Department, stated the majority of the costs for this resolution were for fencing, stating most other maintenance will be done by Cereal City Hoopsters. Mr. Smith also noted the maintenance for the sprinkler system included the annually clearing the lines for the winter and restarting them in the spring, which were nominal costs.

Comm. Helmboldt stated this is his favorite kind of resolution, where people of the

neighborhood come together to make their local park better, complimenting the Cereal City Hoopsters for their dedication.

Comm. Gray thanked Fred Jones and Cereal City Hoopsters for their never ending support of youth in Battle Creek, noting they have made so many improvements to the park, stating Claude Evans Park was a gem in the City.

### **Motion to approve**


Moved By: Susan Baldwin City Commissioner  
Supported By: Mark Behnke City Commissioner

### **Votes For = 9**

Lynn Gray City Commissioner  
Mark Behnke City Commissioner  
Andy Helmboldt City Commissioner  
Jeffrey Domenico City Commissioner  
Dave Walters Mayor  
Susan Baldwin City Commissioner  
Dean Newsome City Commissioner  
Deb Owens Vice Mayor  
Michael Sherzer City Commissioner

### **MOTION APPROVED**

#### **104. A Resolution creating the City Commission Ethics and Meeting Rules Committee and dissolving the separate Ethics Policy Review Committee and City Commission Meeting Rules Committee.**

Click for detail --> 

David Moore commented on the importance of the City Commission elections every two years, stating the Commissioners are given a lot of authority over City issues.

Autumn Smith, 9 Birchwood, questioned whether it was proper to have the same people on the committee that make the rules also in charge of the Commission ethics, stating it was important to establish a clear distinct separation of the process if there is an ethics or rule violation.

Robert Ashley, 24 LaSalle, expressed his hope this committee would assure transparency, requesting the meeting minutes be included in the "Petitions, Communications and Reports" section of the City Commission agenda.

Sam Gray, 245 Irving Park Dr., reminded everyone that all of the Commissioners signed and affirmed that they will hold themselves accountable, questioning who will hold the Commissioners accountable.

Comm. Helmboldt expressed his agreement with Mr. Ashley's recommendation to post all

committee minutes as a report to the agenda. Comm. Helmboldt also noted the purpose of the Ethics Policy Review Committee was to review the policy annually and to determine if any revisions need to be recommended to the Commission for consideration, as would be the same for the Rules Committee. Regarding possible ethics violations, Comm. Helmboldt noted any 3 Commissioners can request a hearing to discuss whether a Commissioner has acted unethically.

Comm. Gray noted there has not been a meeting of the Meeting Rules Committee since she was elected as a Commissioner, expressing her opinion it was good to combine the two committees as the issues often overlap, inviting everyone to provide input.

### **Motion to approve**

Moved By: Susan Baldwin City Commissioner

Supported By: Mark Behnke City Commissioner

### **Votes For = 9**

Lynn Gray City Commissioner

Mark Behnke City Commissioner

Andy Helmboldt City Commissioner

Jeffrey Domenico City Commissioner

Dave Walters Mayor

Susan Baldwin City Commissioner


Dean Newsome City Commissioner

Deb Owens Vice Mayor

Michael Sherzer City Commissioner

### **MOTION APPROVED**

**105. A Resolution adopting post retirement pension adjustments, pursuant to the provisions of Public Act 345 of 1937, as amended, for Fire Chief A. David Schmaltz, effective the day after his retirement with the City of Battle Creek.**

Click for detail --> 

### **Motion to approve**

Moved By: Susan Baldwin City Commissioner

Supported By: Mark Behnke City Commissioner

### **Votes For = 9**

Lynn Gray City Commissioner

Mark Behnke City Commissioner

Andy Helmboldt City Commissioner

Jeffrey Domenico City Commissioner

Dave Walters Mayor

Susan Baldwin City Commissioner

Dean Newsome City Commissioner

Deb Owens Vice Mayor  
Michael Sherzer City Commissioner

**MOTION APPROVED**  
**GENERAL PUBLIC COMMENT**

Ken Faris, 25 Fremont St, thanked all of the Commissioners for their service, stating this was a tremendous opportunity to reshape the community, recommending the Commission engage the International City & County Management Association, who help municipalities to install, develop and maintain excellent governments.

David Moore complimented the City DPW staff for clearing the roads as best as they could, expressing his opinion the City would have more funds for snow plowing if they stopped giving so many tax breaks to businesses.

Josh Getman, 479 Wellington, Scout Troop 329, expressed his concern the fire hydrants are difficult to see due to the tall snow piles, requesting the City find a way to mark each hydrant location so that they are easily found in an emergency.

Alec Ray, 2131 N. Bedford Road, Scout Troop 329, stated the troop would like to have community fund raisers to find ways to clear the hydrants and to mark them so they are easier to see.

Autumn Smith, 9 Birchwood, expressed her dissatisfaction with the Battle Creek Enquirer regarding their article about sidewalks, stating they did not share the Mayor's request to City staff to discontinue the issuance of tickets to residents for failing to clear sidewalks, noting that the City was having a difficult time clearing the sidewalks they were responsible for. Ms. Smith also stated the Commission should be able to issue a temporary stop on citations due to the extreme weather this year.

Robert Ashley, 24 LaSalle, stated everyone should be clearing the snow from fire hydrants to make it easier for the Fire Department to find them. Mr. Ashley also expressed his opinion that Kellogg's needed to do what was best for their business, stating he understood their move.

David Sarachick, 201 Winter St, expressed his opinion the recent behavior and allegations of the Police Department are the reasons the MHSAA moved the baseball and softball tournaments from Battle Creek after 25 years. Mr. Sarachick stated the behavior of the Police Department, including the officers coming out of the Lakeview Lounge and the other officers suing the Police Department, have harmed the image of the City.

Larry Getman, 479 Wellington, stated the Scout Troop has done a lot research on the locations of the City's fire hydrants, stating Bedford Fire Department places fiberglass poles on the hydrants to make them more visible. Mr. Getman stated the Scout Troops would like to clear the snow from the hydrants but that they are having a difficult time finding the hydrants.



Sam Gray, 245 Irving Park Drive, thanked the Commissioners for supporting the development agreement with Cereal City Hoopsters, inviting everyone to the park to see the progress and improvements, stating this was a true example of what can be done for your community when citizens work together.

Kaytee Faris, 25 Fremont, inquired as to the progress of the ordinance amendment to allow food trucks in the downtown area, stating quite a few people were anxiously awaiting the amendment. <="">

### **COMMISSION COMMENTS**

Comm. Newsome requested staff include a link on the website that details each committee's purpose. Comm. Newsome also echoed Ms. Faris' concern regarding progress on the ordinance amendment to allow food trucks in the central business district, stating the City and the Commission should finish projects that have been started.

Comm. Gray stated food trucks and other issues were to be addressed once the City Commission had completed the workshop to address and set goals and mission vision. Comm. Gray also noted the Youth Advisory Board was looking for students 14-20 years of age to consider serving on the board, noting applications were available on the City website. Comm. Gray also invited everyone to view the March edition of Keeping You Informed, which included discussions on housing in Battle Creek, including code and inspections. Comm. Gray thanked the Boy Scouts for their efforts to assist the community.

Comm. Newsome stated multiple things can occur in parallel, noting the City's strategic planning in the past, recommending staff and Commissioners continue the work on the ordinance amendment.

Comm. Gray stated the Commission had stated they would make future changes once the goal setting was complete, stating she was willing to do whatever the Commission wanted.

Comm. Helmboldt confirmed the Commission did step back while initially setting goals, noting the direction was now more focused on determining how to evaluate the job of the City Manager and staff. Comm. Helmboldt stated he sees no reason to delay the conversation on food trucks. Comm. Helmboldt also thanked and complimented the Scouts, requesting they complete a comment card so that City staff could contact them. Comm. Helmboldt also thanked City staff for being present at the meeting. Comm. Helmboldt asked Mr. Smith if the City had found a replacement for the loss of the MHSAA tournaments.

Mr. Smith confirmed other promoters were interested in that same weekend, stating that weekend has already been booked, confirming also that the City Capital Improvement Bonds would be funding improvements at Bailey Park.

Comm. Helmboldt noted the City provided the CAPER report to evaluate how funds were being spent on Community Development programs, noting NIBC also submits an annual report to the City addressing the HOME program.

Mr. Lussier noted the CAPER will speak directly to the NIBC program being funded.

Mayor Walters gave a shout out to Marcel Stoetzel of the City Attorney's Office, thanking him for going above and beyond while providing him guidance. Mayor Walters also inquired as to Siren Testing, noting the most recent testing showed the sirens at Verona, Riverside and Westlake were not working properly, reminding everyone of the disastrous spring storms the community experienced a few years ago. Mayor Walters thanked the Boy Scouts for their reminder of the need to clear the fire hydrants. Mayor Walters also noted again that it is not right to cite residents for not clearing their sidewalks when the City has not been able to keep the sidewalks that they are responsible for clear.

Comm. Domenico asked that the Commission receive the monthly updates regarding the siren testing.

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### **ADJOURNMENT**

Mayor Walters adjourned the meeting at 8:25 PM.

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